



# **2021**

# **Information**

# **Guide**

## **City of Green Bay**

## **Department of Public Works**



# **City of Green Bay**

## **Department of Public Works**

**100 North Jefferson Street, Room 300**

**Green Bay, WI 54301**

**Monday to Friday – 8:00 AM to 4:30 PM**

**[www.greenbaywi.gov/publicworks](http://www.greenbaywi.gov/publicworks)**

**[greenbaypublicworks@greenbaywi.gov](mailto:greenbaypublicworks@greenbaywi.gov)**

### **Engineering, Traffic & Administration Divisions**

**Phone: (920) 448-3100**

### **Parking Division**

**Phone: (920) 448-3431**

**After Hours: (920) 448-3438**

**[www.greenbaywi.gov/publicworks/parking](http://www.greenbaywi.gov/publicworks/parking)**

**[gbparking@greenbaywi.gov](mailto:gbparking@greenbaywi.gov)**

### **Operations & Utility Divisions (Street, Sewer & Sanitation)**

**Phone: (920) 448-3535**

**After Hours Emergency Phone: (920) 492-3735**

**“City of Green Bay Public Works” activity is also on Facebook**



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**\*ALL RATES INCLUDED IN THIS GUIDE ARE SUBJECT TO CHANGE.**

# **DEPARTMENT OF PUBLIC WORKS**

## **ENGINEERING DIVISION**

Engineering Division consists of the Project Development Section, Special Projects Section, Traffic Division, and a Right-of-Way Specialist. Project Development Section is responsible for all new street and utility projects, street and utility reconstruction projects and related functions. They also design, bid, and perform construction management for all in-house designed Parks Department projects. The Special Projects Section is responsible for all projects related to City-owned structures and bridges. The Traffic Division is responsible for maintaining all existing traffic signals and street lights, designing new traffic signals, signage, pavement markings and all traffic related studies and reports. The Right-of-Way Specialist is responsible for right-of-way issues, including those involving property acquisitions and transfers to or from City ownership.

The Engineering Division is responsible for issuing Block Party Permits, Obstruction Permits, Excavation Permits, Single Trip Permits, Concrete Sidewalk Builders Licenses, Tree and Brush Trimmer Licenses and Air Rights Permits.

The Engineering Division also reviews and addresses resident complaints regarding public infrastructure. Complaints can be forwarded to the department through the City website or by phone.

### **LOCAL ROADS CONSTRUCTION/RECONSTRUCTION PROGRAM**

The concept development and design process for any street reconstruction project takes 2 to 3 years to complete. Prior to construction, a public information meeting is held to discuss the preliminary design of the reconstruction project. All abutting property owners are invited to the meeting. Prior to award of construction contracts, a public hearing is held to discuss any special assessments that may be related to the project.

### **ASPHALT RESURFACING**

Asphalt resurfacing projects, which are generally less intensive than reconstruction projects, are programmed on a 3-year basis. Three years prior to construction, a list of eligible streets is developed and discussed at a public meeting. The results of those discussions are reviewed by Engineering staff and the Improvement and Services Committee prior to finalizing the next year of the program. Establishing the program 3 years in advance allows time for coordination of any necessary utility work.

## **ENGINEERING PERMITS**

### **BLOCK PARTY PERMIT**

Block Party Permits are intended for 'direct' use with neighborhood activities within street right-of-way (i.e., block parties, carnivals, neighborhood parades, or other private non-profit organized events directly associated with that neighborhood). They are not intended to facilitate the closure of a street for any other purpose. Please be advised that block parties cannot be held on any arterial street (heavy traffic route) or on a commercialized street as determined by the City Traffic Engineer. If your event requires a Block Party Permit, you may apply here: <https://greenbaywi.gov/773/Block-Party-Permit>

## **BLOCK PARTY PERMIT (continued)**

When filling out the form, note these few simple instructions:

- Secure the name, address, and signature of each household affected by the requested closure.
  - Signature is required only if that household's driveway will be within the closure.
  - If a lot is vacant or the residents will be gone, note on form. A ruling will be made by the permit authorizer.
- Plan to pick up official (orange & white striped) City barricades that must be used to block off street(s).
  - A \$50.00\* (cash or check only) deposit is required for use of the barricades and will be refunded if barricades are returned **within 48 hours of Block Party date**.
  - Be advised that if barricades are not returned within the 48 hour time period, an invoice for the full cost of the unreturned barricades will be invoiced to the applicant. Repair and replacement cost of barricades returned damaged will also be invoiced to the applicant.

## **TEMPORARY RIGHT-OF-WAY OBSTRUCTION PERMIT**

A Temporary Right-of-Way Obstruction Permit is required when someone needs to obstruct any part of the City right-of-way (public roadway, highway, street, alley, bicycle lane, and public sidewalk). Several examples are the replacement of a sidewalk, parking a trailer or moving truck in front of a residence/business, delivery of materials, or in conjunction with an Excavation Permit.

The individual obstructing the right-of-way must apply online to obtain this free permit here: <https://greenbaywi.gov/formcenter/public-works-12/city-rightofway-obstruction-permit-req-139>. Department of Public Works staff will review the application and may require modifications to the Obstruction Permit prior to approval. The permit is subject to revocation if unfavorable traffic conditions develop during the period that obstruction is permitted, or if incorrect/improper traffic control devices are used. Application approval by the City may take up to 7 days to complete.

## **EXCAVATION PERMIT**

An Excavation Permit is required when someone (typically a contractor) needs to excavate (dig into or in any way remove or physically disturb or penetrate) any part of the City right-of-way. There is a fee for this permit which is determined on the size of the excavation and this is needed in conjunction with a Temporary Right-of-Way Obstruction Permit.

The individual/contractor excavating the right-of-way must apply online to obtain a permit here: <https://greenbaywi.gov/formcenter/public-works-12/city-rightofway-excavation-permit-req-138>. Department of Public Works staff will review the application and may require modifications to the Excavation Permit prior to approval. The application approval process may take up to 7 days to complete.

Please note that proper bonding & insurance must be on file in the City Risk Management Department prior to obtaining a permit. For more information, call Public Works Department or see the Green Bay Municipal Code 9.21(2) at [www.greenbaywi.gov/law/ordinances](http://www.greenbaywi.gov/law/ordinances).

## **SINGLE TRIP APPLICATION (OVERSIZE/OVERWEIGHT) PERMIT**

A Single Trip Application/Permit, also known as an Oversize-Overweight Application/Permit, is required for any load transported on any street within the City limits of Green Bay which exceeds statutory weight or dimension limits, even if another permit such as a State or County permit has already been issued. By granting this permit, the applicant is given permission to transport an Oversize-Overweight load on the designated route under the restrictions set forth on the permit document.

## **SINGLE TRIP APPLICATION (OVERSIZE/OVERWEIGHT) PERMIT (continued)**

### **Instructions for a Single Trip Application/Permit:**

Prior to approval of any permit, it is the responsibility of the applicant to:

- Propose a route through the City of Green Bay on the application.
- Arrange and pay all costs for temporary removal of obstructions along the approved route which will impede safe and expedient movement of the load through the City. Obstructions include but are not limited to street signs, traffic signal equipment, street lights, sign bridges, overhead communication/phone cables, fiber optic cables, cable television wires, overhead power lines, and trees/foliage.
- Provide complete and correct information on the permit application form.
- Submit a legible profile drawing of the load/vehicle/trailer assembly identifying all axle spacing and axle loading information, if requested.
- Maintain a current insurance certificate with the City of Green Bay – Risk Management Department.
- Keep a copy of the approved permit in the cab of the towing vehicle at all times during transport.
- Adhere to the route approved on the permit.
- Abide by all other restrictions placed on the move as noted on the permit.

All Single Trip Applications/Permits shall be completed and submitted to the DPW–Traffic Division for approval at least 3 working days prior to the requested move date. Information requested on the permit application form shall be provided for every load, regardless of the complexity of the load. If the load being transported is a structure, the City of Green Bay reserves the right to view the structure on dollies or other means of transport prior to approving the permit. This permit may be extended 1 time by permission of the City of Green Bay with at least 2 working days advance notice. Please apply here: <https://greenbaywi.gov/716/Single-Trip-Application-Permit>

## **ENGINEERING LICENSES**

### **CONCRETE SIDEWALK BUILDER'S LICENSE**

An annual Concrete Sidewalk Builder's License is required of a business or person who wishes to construct or reconstruct any sidewalk within public right-of-way in the City of Green Bay as stated in Section 9.25, Green Bay Municipal Code. Application forms and more detailed information can be found here: <https://greenbaywi.gov/220/Concrete-Sidewalk-License>. **Application approval by the City may take up to 3 or more weeks to complete.**

The process for approval of the application is as follows:

1. City Clerk refers application to the City Council's Improvement & Service Committee
2. Department of Public Works makes a recommendation to Improvement & Service Committee whether to approve based on concrete flatwork experience
3. Risk Management Office reviews the applicant's bond and certificate of insurance for proper coverage
4. License is mailed to applicant from the City Clerk's Office. A license is current from date Contractor receives license until the next April 1 (per City Ordinances)

The following is the procedure to obtain a City of Green Bay Concrete Sidewalk Builder's License:

- Submit the completed application form and \$25\* fee (cash or check – no credit cards) to the City Clerk's Office
- Submit a \$2,000 surety or license & permit bond and a certificate of insurance with evidence of \$1,000,000 comprehensive general liability coverage to the Risk Management Office
- Purchase or create a concrete stamp. The stamp must bear your business name and the current year
  - Email a picture of your concrete stamp to the Department of Public Works ([greenbaypublicworks@greenbaywi.gov](mailto:greenbaypublicworks@greenbaywi.gov))
  - Mail, fax or send a list of previous concrete flatwork projects as references, mentioning who and what it is for to the Department of Public Works Office (submit if first-time applicant only)

## **CONCRETE SIDEWALK BUILDER'S LICENSE (continued)**

After you obtain your license you must:

- Obtain a free Sidewalk Grade Permit when you construct or reconstruct any sidewalk in the right-of-way; this will show the sidewalk grade for each specific project address/location
- Obtain a free Obstruction Permit since you will be obstructing the sidewalk and may occupy any other part of right-of-way (sidewalk, curb, gutter, parking lane, traffic lane, or terrace area)
  - **Please make sure you have each property address and date(s) of work**
- Barricade the work area in compliance with the Traffic Control Manual for Street Construction and Maintenance Operation in the City of Green Bay, which is issued by the Department of Public Works

## **NOTES**

**Disposal of concrete debris is the responsibility of the licensee. The City does not and will not collect this material.**

**This license is ONLY valid for sidewalk work. If you must do work in any other part of the City right-of-way such as the apron, curb, or road, you must obtain an Excavation Permit.**

## **TREE AND BRUSH TRIMMER LICENSE**

An annual Tree and Brush Trimmer's License is required of any business or person who wishes to trim, cut or grind trees, branches, brush, leaves, stumps, or roots within private property in the City of Green Bay limits. Application forms and more detailed information can be found here: <https://greenbaywi.gov/256/Tree-Brush-Trimmer-License>. **Application approval by the City may take up to 3 or more weeks to complete.**

The process for approval of the application is as follows:

1. City Clerk refers application to the City Council's Improvement & Service Committee
2. Department of Public Works makes a recommendation to Improvement & Service Committee
3. Risk Management Office reviews the applicant's bond and certificate of insurance for proper coverage
4. License is mailed to applicant from the City Clerk's Office. A license is current from date you receive your license until the next February 1 (per City Ordinances).

The following is the procedure to obtain a City of Green Bay Tree and Brush Trimmer's License:

- Submit the completed application form and \$25\* fee (cash or check – no credit cards) to the City Clerk's Office
- Submit a \$1,000 cash or performance bond to the Risk Management Office

After you obtain your license you must:

- Each time you are doing work that will be obstructing the right-of-way (sidewalk, curb, gutter, parking or traffic lanes), apply to obtain a free Obstruction Permit
- Barricade the work area in compliance with the Traffic Control Manual for Street Construction and Maintenance Operation in the City of Green Bay, which is issued by the Department of Public Works

**Tree, branch, brush, stump, leaf, root, chip, or mulch debris is the responsibility of the licensee and must be removed by the licensee. The City does not and will not collect this material. Contractors are not allowed to dispose of commercially-generated waste at City yard waste sites. See Yellow Pages for disposal locations.**

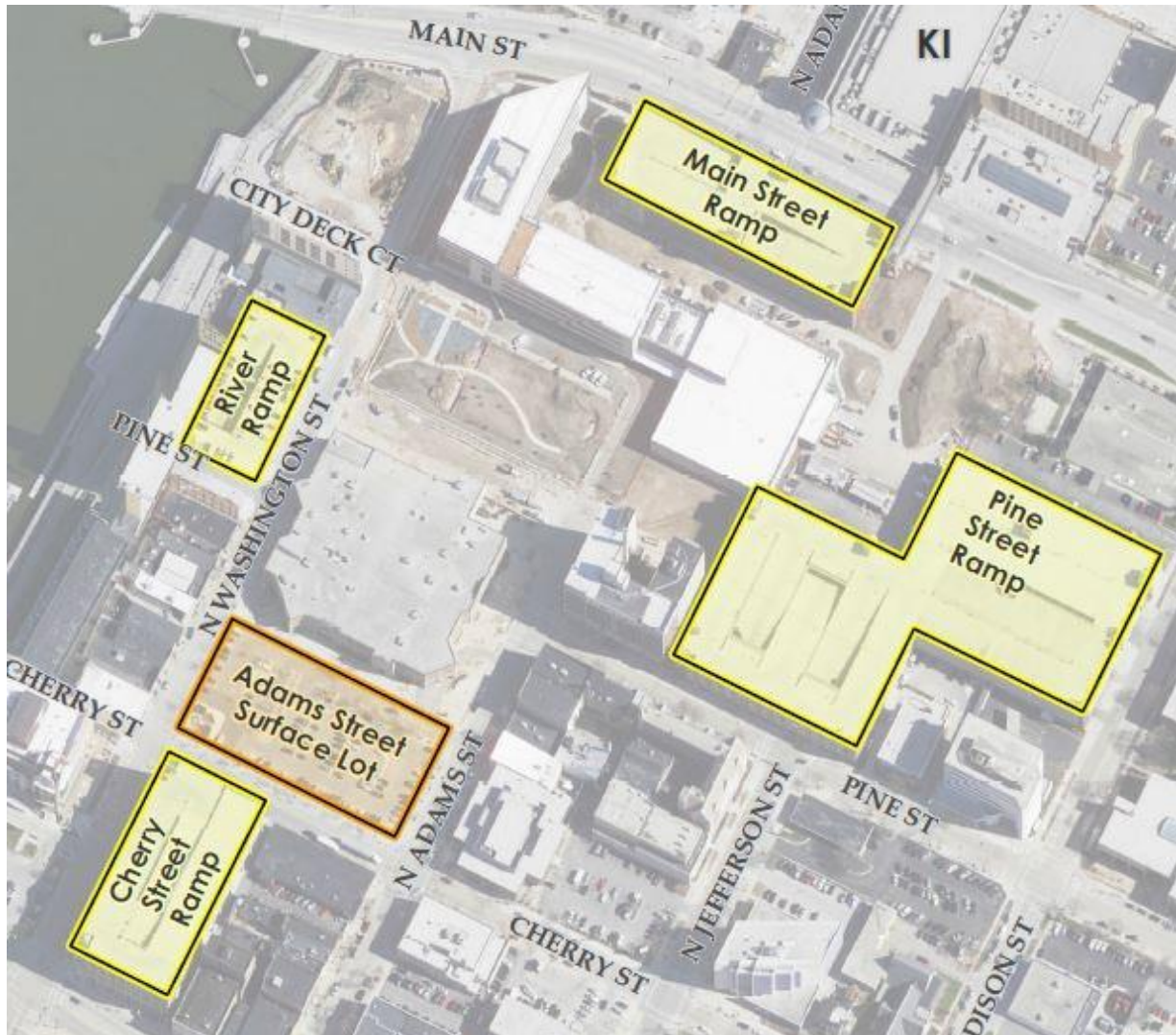


## **PARKING DIVISION**

The Parking Division provides parking space for daily users of downtown facilities requiring extended parking services, as well as short-term parking for shoppers and visitors to the downtown area. Parking Division also enforces both on-street and off-street parking ordinances 24 hours a day and collects revenue from parking meters. The Parking Division maintains and operates 4 parking ramps with over 3,400 parking spaces, 1 off-street parking facility (Adams Street Lot), various other lots, and 740 metered stalls in and adjacent to the downtown area.

### **DOWNTOWN PARKING**

<b>NAME</b>	<b>LOCATION</b>	<b>HEIGHT RESTRICTION</b>	<b>PARKING STALLS</b>
Adams Street Lot	201 N Adams Street	None	123 (hourly)
Cherry Street Ramp	202 Cherry Street	7'-0"	801 (hourly)
Main Street Ramp	300 Main Street	7'-0"	681 (hourly)
Pine Street Ramp	333 Pine Street	6'-9'	1,845 (hourly)
River Ramp	115 Pine Street	7'-0"	161 (metered)



Parking Ramps and the Adams Street Lot's sole purpose is parking vehicles. Citations apply for:

- Loitering
- Possession or consumption of drugs or alcoholic beverages
- Skateboarding, long boarding, in-line skating, or riding bicycles
- Using parking facilities to exercise (i.e. – any activity other than parking vehicles)

### **THINGS TO KNOW**

Pine Street Ramp, Main Street Ramp, and Cherry Street Ramp are automated, with no cashiers on duty. Please understand the following when using these ramps:

- Entrance and exit gates are operational 24/7
- Credit cards can be used in exit lanes
- CASH customers must pay at a PAY STATION *prior* to exit; **NO CASH IN EXIT LANES**
- If entry ticket is lost, **PRESS LOST TICKET BUTTON**; full day rates will apply
- Cameras and intercoms are available in exit lanes for customer service and **HELP**
- Parking Division is staffed 24/7 (not staffed on major holidays)
- **PARKING FEES = (2021 fees)**
  - **WEEKDAYS 6:00 AM to 6:00 PM**
    - **FIRST 15 MINUTES NO-CHARGE**
    - **Each hour = \$0.85/hour**

### **HOW TO PAY FOR DOWNTOWN PARKING**

#### **RAMPS OPTION 1: FAST EXIT**

1. At entry, press button for entry ticket
2. Park and exit vehicle; **TAKE THE ENTRY TICKET WITH YOU**
3. Prior to returning to your vehicle to exit ramp, visit a PAY STATION and follow instructions
  - a. Pay with cash/coin; \$20 maximum bill accepted; all change returned in coin dollars/quarters
  - b. **KEEP** entry ticket with you
  - c. Return immediately to vehicle and **EXIT FACILITY WITHIN 15 MINUTES**. After 15 minutes, exit validation will expire.
4. Scan the entry ticket at exit station (gate will raise)

#### **RAMPS OPTION 2: FASTEST EXIT**

1. At entry, press button for entry ticket
2. At exit, scan entry ticket
3. Insert credit card (gates will raise)

### **ADAMS STREET LOT**

1. Park your vehicle; **REMEMBER YOUR LICENSE PLATE NUMBER**
  - **Pay IMMEDIATELY at 1 of the 2 pay station kiosks in the lot as follows:**
    - Input license plate number; and duration you wish to remain parked in Adams Street Lot
      1. Pay in advance with credit card, **OR**
      2. Pay in advance with cash/coin (**use correct change; no refunds for overpayment**)

OR

Using **Passport** cellphone parking app:

- Download free app at <https://ppprk.com/park/> or go to Google Play & Apple App Stores
- Passport Parking, Inc. (Parking Division's pay-by-phone vendor) sends a cell phone text message alert 3 minutes prior to meter expiration
- Passport can email receipts upon request
- Extension of parking time in the Adams Street Lot **IS** allowed
- Nominal service fees apply for use of Passport app

## PARKING METERS

Parking Division has 740 single space meters with a rate of \$0.90 per hour (2021 rate). Read decal on meter to determine maximum parking time limit and hours of operation. Meters can be paid using:

1. Nickels/dimes/quarters (pennies are not accepted), **OR**
2. Using **Passport** cell phone parking app:
  - Download free app at <https://ppprk.com/park/> or go to Google Play & Apple App Stores
  - **Passport** Parking, Inc. (Parking Division's pay-by-phone vendor) sends a cell phone text message alert 3 minutes prior to meter expiration
  - **Passport** can email receipts upon request
  - Extension of parking time at on-street meters **IS NOT** allowed
  - Nominal service fees apply for use of Passport app
  - Parking meters show **EXPIRED** when using Passport app. But Enforcement Officers issue citations based on app status, not parking meter display status.

### NOTES

1. On-street parking meters are intended for short-term parking. Extended-stay parkers must park in a parking ramp or off-street lot
2. City ordinance prohibits adding time to a parking meter after the maximum time limit is reached
3. On-street metered spaces must be vacated once the meter's posted time limit is reached
4. Vehicles parked longer than the posted time limit are subject to citations

### RENT A METER HOOD

- Meters can be hooded for a rate of \$10.00 per hood per day. Qualifying reasons to request meter hoods are: construction, moving vehicle, oversize vehicle, or street emergencies/repairs; 48 hour advance notice required
- Meter hood requests must be made online here: [https://greenbaypermits.rmcpay.com/#account\\_start](https://greenbaypermits.rmcpay.com/#account_start); requestor must provide meter number(s) to be hooded.
- Hoods are not rented for daily employee/construction worker parking or delivery vehicles

### REPORT A MALFUNCTIONING METER

- Report a malfunctioned meter to the Parking Division Office with the following information:
  - The meter number (displayed on meter with white tag)
  - Note what happened when coins were deposited (short time, no time, etc.)
- If you received a ticket at a meter that you feel was malfunctioning:
  - Call the Parking Division Office within 2 working days after your initial call for status of meter
  - Citations will only be voided **if** a meter malfunction is verified (see section titled "Contest Citations")

## **PARKING IN THE DOWNTOWN AREA**

### **Brown County:**

- **Library:** Library lot meters, on-street meters, or Pine Street Ramp (extended stay)
- **Courthouse:** On-street meters or Cherry Street Ramp
- **Sophie Beaumont Building/Northern Building:** On-street meters, Pine Street Ramp, or Cherry Street Ramp

**City Deck:** On-street meters, Adams Lot, or River Ramp meters

**City Hall:** City Hall Lot meters (do not park in reserved stalls; citations issued), Pine Street Ramp, or Cherry Street Ramp

**Federal Courthouse:** On-street meters or Cherry Street Ramp

**KI Convention Center/Hyatt/Hampton:** Main Street Ramp or overflow to Pine Street Ramp

**Meyer Theatre:** Cherry Street Ramp, Adams Street Lot, or on-street meters

**Northland Hotel:** Pine Street Ramp

**Washington Street Businesses:** On-street meters, Adams Lot, or Cherry Street Ramp

## **KEY DOWNTOWN DESTINATION PARKING LOCATIONS**

Downtown zones are signed and enforced for the safety and convenience of downtown residents, workers, and guests. Parking Division strictly enforces **NO STOPPING OR STANDING zones (i.e. – no stopping, idling, loading or /unloading of vehicles)**. Delivery vehicles can be cited for the following violations:

- Blocking alleys for any length of time (this is a towable offense)
- CityDeck Court: NO PARKING zone on the south side of the street
- 100 block Pine Street: NO STOPPING OR STANDING zones OR blocking access to alley (towable offense)
- 100 block Cherry Street: NO STOPPING OR STANDING zones OR blocking access to alley (towable offense)
- North Washington Street: drive lanes or NO PARKING zones

Approved delivery zones – delivery vehicle operators must be **ACTIVELY** loading/unloading with 4-way flashers ON, and clear the zone as soon as they are done with their business:

- 100 block of North Washington Street, WEST side of the street
- 300 block of North Washington Street, WEST side of the street
- 200 block Cherry Street, NORTH side of the street
- Businesses must adjust delivery times to avoid congestion

## **SNOW EMERGENCIES**

When a significant snow event is expected, the City will issue a SNOW EMERGENCY through local media outlets. During a snow emergency the following restrictions apply City-wide:

1. No vehicle will be allowed to park on any street until the snow emergency has expired, this includes metered parking areas, loading zones, delivery zones, school zones, etc.
2. Overnight on-street parking will not be granted during the snow emergency
3. Previously-approved night parking requests are suspended during a snow emergency
4. Vehicles found parking on-street during the snow emergency will be ticketed and towed at the owner's expense

## **DISABLED PERSON PARKING**

Parking Division follows the guidelines set forth under the federal government's American with Disabilities Act (ADA). To review the entire ADA Amendment, visit their web page at <http://www.ada.gov/>. If you fail to display a State issued handicap parking permit and receive a citation: email citation, disabled parking permit certificate of registration (NOT vehicle registration), and photo ID to the Parking Division Office at [gbparking@greenbaywi.gov](mailto:gbparking@greenbaywi.gov). Upon verification that the handicap parking permit is valid and legitimately used, Parking Division will waive **ONE (1)** citation per calendar year per disabled person; an administrative fee of \$10.00 applies for all subsequent occurrences.

## SCHOOL PARKING

The safety and convenience of students/children on streets around schools (both public and private) is of utmost concern to the City of Green Bay. Parking Division and Green Bay Police Department enforce parking zones around schools daily. If you have a concern to report or request enforcement at a particular school please contact Parking Division. To alert drivers, individual school staff may place orange traffic cones to guide and prohibit non-school vehicles from parking in restricted zones.

### **CITATIONS APPLY IN SCHOOL ZONES:**

- If you park and exit your vehicle in a NO PARKING ZONE
- If you load/unload children from:
  - Live traffic lanes or bus loading zones
  - No Stopping or Standing zones (no idling, no loading/unloading, no parking)
  - Within 4 feet of a driveway or blocking a driveway
  - Within 10 feet of either side of a fire hydrant
  - Within 15 feet of a crosswalk or blocking a crosswalk
  - Within 15 feet of an intersection or blocking an intersection

If you must walk your student to the school door, please park responsibly. It will take extra time, but parents must set a safety example for students/children. School zone parking citations may be issued by mail, to eliminate stopping obstructions caused by enforcement vehicles.

## OVERNIGHT PARKING

**City of Green Bay Ordinance 29.203(12) prohibits parking ON ALL CITY STREETS between 3:00 AM and 5:00 AM daily. Signs for this restriction are posted at entrances to the City of Green Bay.**

The City of Green Bay Parking Division may grant on-street parking between the hours of 3:00 AM and 5:00 AM in certain exceptional instances; namely, lot/driveway construction, house guests or other emergency situations for occurrences of up to two (2) consecutive calendar weeks, up to six (6) occurrences per calendar year per residence (not per vehicle). Night parking permission is not a long-term or permanent solution for limited driveway and/or garage space. Regulations for overnight on-street parking approval are:

- Prior approval is required for each day the vehicle will be parked on the street between 3:00 AM and 5:00 AM for occurrences of up to two (2) calendar weeks, up to six (6) occurrences per calendar year are allowed per residence.
- One occurrence can extend for multiple days. For a multi-day occurrence, a vehicle must be parked on-street overnight every evening of the occurrence. If one evening is missed, then that occurrence ends.
- Night parking is allowed ONLY adjacent to single-family dwellings and duplexes. It is allowed only next to your own house, not in front of a neighbor's house.
- Night parking IS NOT ALLOWED for businesses, apartment complexes, in NO PARKING zones, or on arterial streets
- Night parking IS NOT ALLOWED DURING SNOW EMERGENCIES when all vehicles MUST be removed from all City streets to allow safe and efficient snow plowing services.
- Approval for on-street parking of a disabled vehicle will only be granted for up to 48 hours.

Call Parking Division's after-hours number (920-448-3438) before 2:00 AM on the day of the request for automated night parking permission, or visit our website at [www.greenbaywi.gov/publicworks/parking](http://www.greenbaywi.gov/publicworks/parking).

## **PARKING ORDINANCES (ABBREVIATED GUIDE) 2021 CITATION RATES**

### **\$22 FINE ISSUED FOR THE FOLLOWING ORDINANCE VIOLATIONS:**

- Exceeding time limit 29.202(1)
- Parked at an expired meter 29.202(2)
- Parked in a loading zone 29.202(3)
- Failure to pay public parking fees 29.202(4)

### **\$32 FINE ISSUED FOR THE FOLLOWING ORDINANCE VIOLATIONS:**

- Parked within 4 feet of a driveway (public or private) 29.203(10)
- Parked within 15 feet of a crosswalk 29.203(6)
- Parked within 15 feet of safety zone 29.203(8)
- Parked within 25 feet of a railroad crossing 29.203(4)
- Parked blocking an egress 29.203(15)
- Parked in a bus loading zone 29.203(2)
- Parked contrary to sign 29.203(17)
- Parked at a hooded meter 29.203(19)
- Improper parallel parking (including parked facing the wrong way) 29.203(5)
- Parked in an intersection 29.203(7)
- Parked in a narrow thoroughfare (blocking drive lanes) 29.203(3)
- Parked overnight on a City street without permission 3:00 AM-5:00 AM DAILY 29.203(12)
- Parked in a no parking anytime zone 29.203(1)
- Parked outside designated space 29.203(18)
- Parked in a residential parking district without a permit or permission 29.203(13)
- Parked in a school zone 29.203(9)
- Parked in a setback area 29.203(16) **NO PARKING ON GRASS**
- Parked on the sidewalk or terrace area 29.203(11) **DO NOT BLOCK SIDEWALKS**
- Parked during street maintenance or snow removal area 29.203(14)

### **\$42 FINE ISSUED FOR THE FOLLOWING ORDINANCE VIOLATIONS:**

- Parked within 10 feet of a fire hydrant 29.204(1)
- Abandoned vehicle 29.510
- Parked obstructing curb ramp 29.204(3)
- Parked in prohibited ramp spaces 29.202(5)
- Parked on a City roadway during a snow emergency 29.204(4)
- Parked in a Tow Away Zone 29.204(2) (NO STOPPING/NO STANDING) **IDLING and/or LOADING/UNLOADING PROHIBITED**
- Trespass Parking – Parked in private property 29.204(5)
- Parked without consent 29.204(6)

### **\$102 FINE ISSUED FOR THE FOLLOWING ORDINANCE VIOLATIONS:**

- Heavy vehicle parked overnight off of a truck route 3:00 AM to 5:00 AM daily 29.205(1)

### **\$302 FINE ISSUED FOR THE FOLLOWING ORDINANCE VIOLATIONS:**

- Parked in a disabled space without a valid permit 29.206(1)

**\*PARKING RATES ARE SUBJECT TO CHANGE**

## PAYING PARKING CITATIONS

**PAY CITATIONS PROMPTLY.** Late fees are added to the face value of the citation after five (5) days, and again after twenty (20) days of issuance. Citations not paid within thirty (30) calendar days of issuance are reported to the Wisconsin Department of Transportation (DOT) Department of Motor Vehicles (DMV) to suspend the vehicle's registration. Registration suspension on one vehicle also refuses registration to other vehicles you own or plan to register. An additional \$10.00 fee is assessed by DMV to reverse the plate suspension. Parking citations can be paid as follows:

- Pay by drop box at City Hall outside both front and back doors, 100 N. Jefferson Street, Green Bay 54301
- Pay by phone with credit card
- Pay online with credit card (<https://greenbay.rmcpay.com/>)
- Pay by mail (check or money order only; **DO NOT** send cash)

## CONTEST A CITATION

Parking citations cannot be contested after thirty (30) days from the date of issue. Parking citations can be contested as follows:

1. The registered owner of the vehicle must reach out to the Parking Division Office by telephone or email ([gbparking@greenbaywi.gov](mailto:gbparking@greenbaywi.gov)) with a photo ID to complete necessary paperwork.
2. Parking Division will notify the registered owner of date/time they must appear at Green Bay Municipal Court.
3. The citation fine amount will be frozen at the current amount.
4. If you fail to appear in Court, you will automatically be found guilty, and court costs will be added.



## **UTILITY DIVISION – SEWER AND BRIDGE SECTION**

### **SEWER SECTION**

The Sewer Section maintains the 466 miles of sanitary sewers and 529 miles of storm sewers in the City. The Sewer Section addresses the following problems occurring within the public right-of-way: catch basin or storm inlet problems; frozen mini-sewers, frozen or plugged culvert drainage pipes; blocked conservancy outfall pipes; surface flooding due to spring runoff or a heavy rain event threatening damage; and repairs of holes that may develop near sewer structures. Any problem of these types should be reported to the emergency phone number.

The Sewer Section maintains a coin operated Recreational Vehicle Sanitary Disposal Station located at 2115 North Irwin Avenue (3 minutes pumping for 4 quarters). This station is open from approximately the April 15 through November 1, weather permitting.

### **BRIDGE SECTION**

Brown County operates the 3 lift span bridges across the Fox River during the shipping season that extends from April 1 until December 1.

**Bridge Hours** – Except on Sundays and holidays (Memorial Day, July 4th, Labor Day and Thanksgiving), the bridges will not be required to open from 7:00 AM to 8:00 AM; 12:00 PM (noon) to 1:00 PM; and 4:00 PM to 5:00 PM; provided that the draws shall be opened promptly at all times for the passage of vessels carrying United States mail, vessels belonging to the United States, vessels of 300 short tons or over-cargo capacity engaging in commercial transportation and their attendant towing tugs and tugs of fireboats when responding to emergency calls.

There may be special port closures for events such as the July 4 festival/fireworks when no lifts will occur.

Problems with any of the 22 fixed span bridges and the 5 pedestrian bridges located within the City should be reported to Department of Public Works as soon as discovered.

## **SEWER BACKUPS**

### **GENERAL INFORMATION**

Sewer backups create unsanitary, messy, and stressful situations for residents. In some cases it may cause health and safety concerns as well as property loss. Proper response to a sewer backup can greatly minimize property damage and diminish the threat of illness.

The City of Green Bay makes every effort to be responsive to a resident's needs and concerns when a sewer backup occurs. The City has sewer crews whose sole duty is to inspect, clean and maintain sewers on a daily basis. They are available on a 7-day a week, 24-hour a day basis to minimize the possibility of sewer problems. Unfortunately, because a sewer is not a closed system, many things put into the sewer can clog both the City's sanitary sewer system and the private sanitary lateral. Other factors can cause backups as well, such as tree roots, which can grow into and obstruct the system.



## **CONTACT INFORMATION**

If you experience a sewer problem call the City of Green Bay Department of Public Works and report the issue. Back up of sewage into your basement, back-up of sewer lines, lines that are broken, sewage odors and overflowing manholes are considered an emergency.

## **DON'T RUN ANY WATER DOWN YOUR DRAINS UNTIL THE BLOCKAGE HAS BEEN CLEARED.**

The owner of the property is responsible for maintaining and cleaning the private sewer lateral from the building to the City's sewer main under the street, including the connection on the sewer main. If the problem is in the private sewer lateral, the property owner is responsible for correcting the problem. Locating the lateral is also the responsibility of the property owner. The City of Green Bay Department of Public Works has records of most lateral locations; please contact DPW for more information. Plumbing contractors also have special locating equipment, which can be helpful. If there is sewage backing up into your basement, do not run any water down your drains until the blockage has been cleared. If the problem is in the private sewer lateral, you will need to call a plumber or sewer/drain cleaning service or contractor. The City of Green Bay cannot make a recommendation. It may be in your best interest to obtain several estimates, check references, and see if there are any past issues with this company.

**REMEMBER TO CALL THE CITY OF GREEN BAY FIRST** before calling a plumber. The City will check the sewer main and inform you of the findings. If the problem is not the City main, you will be advised to contact a plumber or sewer/drain cleaning service.

## **WHAT CAUSES A SEWER BACK UP**

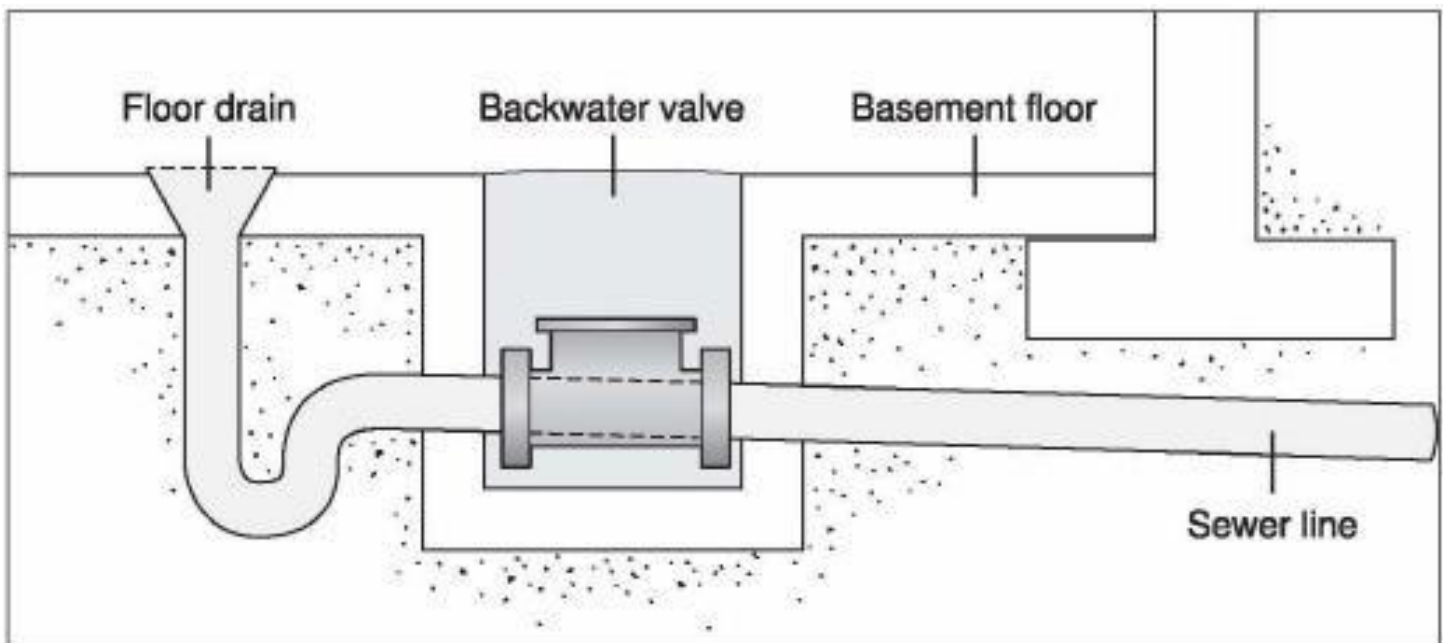
More often than not, the cause of a backup in your lateral or City sewer main is from items that the lines are not meant to handle, such as toys, clothing, towels, rags, diapers, wipes, and paper products (other than toilet paper). Items flushed down your toilet may not affect you, but it might cause problems for your neighbors! Other possible causes of sewer backups include roots or grease. Discharging sump pump or clear water into your basement floor drains or other facilities that discharge to the sanitary sewer is also prohibited. The sanitary sewer main is only sized to handle waste flow, not storm water or clear water flow. Storm water and clear water must drain to storm sewers. Old sewer lateral pipes can be fragile/brittle which could fail and cause blockages from debris or ground water getting into the lateral. The private lateral is the responsibility of the owner of the property from the house to the sewer within the street. Leaves, sticks, rocks, bricks, and trash are sometimes found in manholes, and can also cause sewer backups.

## **WAYS TO PREVENT SEWER BACKUPS**

The property owner can do many things to prevent their lateral from backing up and to help prevent backups in the City main as well. Following proper disposal methods for certain products makes the sewer system more reliable, causes fewer backups, and costs the City less money to maintain.

- **Grease:** Cooking oil is not intended to be poured down drains. It should be poured into a heat-resistant container and placed in the trash after it cools off. Do not pour cooking grease or oil down the drain or in the toilet. Contrary to popular belief, rinsing grease down the drain with hot water is not a satisfactory disposal method. As warm grease drains, it cools off, and solidifies in the drain, sewer lateral, and City main sewer. Hardened grease reduces the internal size of pipes, and eventually leads to blockages.

- **Paper products:** Paper towels, disposable diapers, cloth diapers, wet wipes, and feminine products cause a great deal of problems in private laterals and the City sewer system. These products do not break down quickly like bathroom tissue. Contrary to popular belief, wipes labeled “flushable” are not compatible with the sewer system. They do not break down quickly enough and become lodged in the sewer lateral or main, causing backups. These wipe products should be disposed of in the trash.
- **Roots:** Shrubs and trees seeking moisture will make their way into sewer lines. These roots can cause extensive damage. They may start out small, getting into a small crack in the pipe but as the tree or shrub continues to grow, so does the root. After time, this causes sewer lines to break, which in turn allows debris to hang up in the line causing a backup. If you have continuing problems with tree roots in your lateral, you may have to have them cut out periodically, chemically treat the roots, or replace the affected sewer pipe.
- **Sewer odors:** Another concern that property owners have is that they can smell sewer odors inside their house or building. There are many ways to prevent this from occurring. Under each drain in your plumbing system is a “P-Trap”. If there is water in the P-Trap, odors or gasses from the sewer cannot enter through the drain from either the property owner’s lateral or the City main. Periodically, check to make sure that unused floor drains, sinks, etc. have water in the P-Trap. Another way to prevent sewer odor is to ensure that the vents, which are located on your roof, are free from birds’ nests, leaves, etc. When these vents are clear, the sewer odor will escape through these vents.
- **Illegal plumbing connections:** Do not connect French drains, gutter downspouts, sump pumps, or any other clear water system to your sanitary sewer. It is illegal, and debris and silt will clog your line. Consult a plumber to correct connections.
- **Install and maintain a backwater prevention valve:** A backwater valve can prevent or greatly reduce the possibility of a sewer backup. A backwater valve is a fixture installed into a sewer line, and sometimes into a drain line in the basement of your building to prevent sewer backflows. A property installed and maintained backwater valve works on a one way system where sewage can go out, but cannot come back in. Property owners are responsible for the installation and maintenance of backwater valves. The cost to install one is dependent on the type of plumbing in your home. A qualified plumber can assist you in determining your needs.



## **FREQUENTLY ASKED SEWER SYSTEM QUESTIONS:**

**Q: What is the City's responsibility regarding private sewer laterals?**

A: The property owner is fully responsible for maintaining adequate sewage flow to and through the sewer lateral, from the property structure to and into the City's sewer main. When failure or stoppage of a sewer lateral occurs, the City crews will respond only to check the City's sewer main to verify that the main is open and sewage is flowing. If the sewer main under the road is found to be clear, it is the responsibility of the property owner to call a licensed plumber or drain cleaning service to correct the problem.

**Q: Is there a charge if I call the City's Department of Public Works - Sewer Section about a sewer backup and it is determined that there is not a problem with the public sewer?**

A: There is no charge by the City whether there is a problem found with the public sewer or not.

**Q.: I had a sewer back up. Do you have any suggestions for clean up after?**

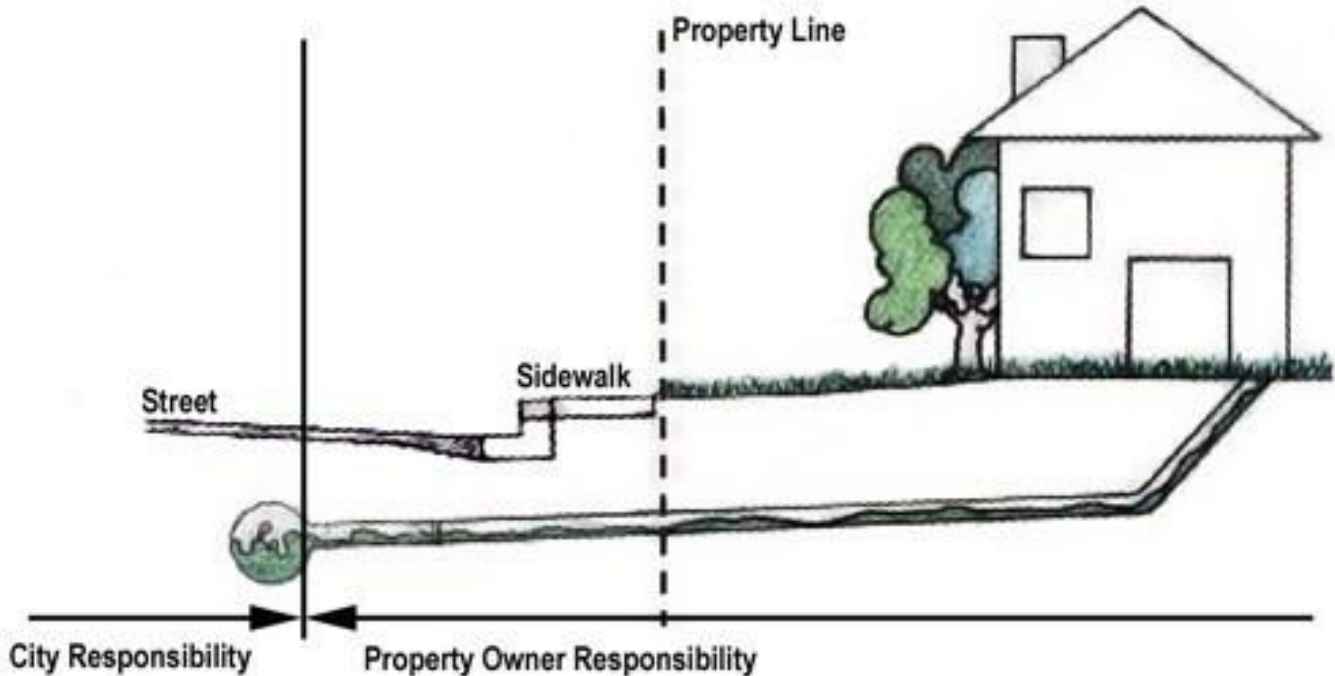
A: When sewers back up into homes, the damaged area must be thoroughly cleaned and disinfected to reduce the risk of disease. The first step is to put on protective clothing including waterproof boots, gloves, eye protection, and clothes that are washable or disposable. A dust mask should be worn when cleaning to avoid breathing airborne microorganisms. In extreme cases, private restoration company services may be needed.

**Note:** The following information was summarized from various state and local health agencies. Although the information may be sufficient for your needs, contact your local health agency for complete information.

- If there is standing water or a rotten egg smell, do not enter your basement or remain near the overflow. Wait for sewage to flow down the floor drain if possible. Hydrogen sulfide gas can be present which is poisonous in high concentrations.
- Do not use any electrical equipment while standing in water.
- Use a certified wet-vacuum to remove spillage. Drain wet-vacuum and contaminated mop water into a sink or toilet and flush when the sewer is clear.
- Clean all water soaked surfaces, furnishings and contaminated items until properly cleaned and sanitized. Disinfect plumbing fixtures before resuming normal use. A mixture of one-quarter cup chlorine bleach in one gallon of water is an effective and readily available cleaning solution. Fresh/new bleach works best. Bleach loses its potency as it ages.
- **DO NOT MIX BLEACH WITH AMMONIA! THIS PRODUCES POISONOUS CHLORAMINE GAS.**
- Ventilate the clean-up area with floor fans, dehumidifiers, and window air conditioner to properly dry area. Whole house air conditioners or furnace blowers should be used only if the air ducts were not impacted by standing wastewater.
- Do not use heat to dry closed building interiors. Mold, mildew, and expanded water damage may result from the increased humidity and water vapor in the building.
- Do not drain sewer water into the sump pump pit, or onto the ground. This will send the untreated waste water directly to local waterways.
- Do not attempt to stop the flow of sewer backup water through any drains. Added obstructions can cause serious damage to your household drainage system.

## LATERAL OR MAIN LINE

A sewer lateral or house lateral is the pipeline between the house or building and the City's sanitary sewer main which is usually located in the street. The sewer lateral is owned and maintained by the property owner including any part, which may extend into the street or public right-of-way all the way to the City's sewer main.



## THE DIFFERENCE BETWEEN SANITARY & STORM SEWERS

A sewer is a sewer, right? Anything poured down a drain goes to a wastewater treatment plant, right? **WRONG!** It's important to understand the difference between sanitary sewers and storm sewers so we can prevent unnecessary environmental damage and help the City comply with State and Federal requirements.

The “**storm sewer**” is a system designed to carry rainfall runoff and other clear water, but not sewage. The runoff is carried in underground pipes or open ditches and discharges (untreated) into streams or other surface water bodies. The storm inlets (catch basins) to this system can be seen in curbs, alleys, and low-lying outdoor areas.

Disposal of chemicals or hazardous substances via the storm sewer system is illegal, and damages the environment. Pollutants that get into storm drains can poison fish, birds, and other wildlife, and can find their way into drinking water supplies. In addition, silt, litter, and organic matter (branches, grass clippings, leaves, etc.) can clog storm drains and cause flooding.

The “**sanitary sewer**” is a system of underground pipes that carries sewage from bathrooms, sinks, kitchens, and other plumbing fixtures to the wastewater treatment plant. Wastewater flows through many discharge points that connect to the City sewer system, and are monitored by the local sanitary sewer authority.

## PROTECTING OUR WATERWAYS

By making simple changes in our lives, each one of us can take part in restoring our waterways for future generations to enjoy. Here are a few voluntary cooperative efforts that you could participate in your own neighborhood.

### STORM WATER AWARENESS

#### What is storm water?

Storm water is rainfall or snowmelt that runs off surfaces such as rooftops, roads, sidewalks, and lawns. As the storm water runoff moves, it picks up and carries away natural and man-made pollutants. Eventually, the runoff deposits the pollutants into our waterways.

#### Common storm water pollutants:

- Motor Oil



- Antifreeze/Chemicals



- Fertilizer/Pesticides



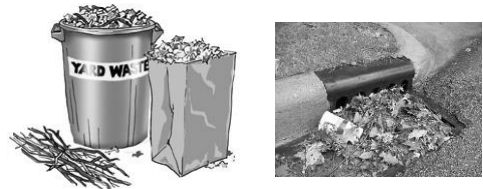
- Animal Waste



- Soaps & Detergents



- Yard Waste & Dirt



### STORM INLET MARKING

The Public Works Department is asking residents to participate in the “Storm Inlet Marking” program. This voluntary cooperative effort involves labeling storm inlets (catch basins) with a marker educating residents not to dump pollutants into the inlet. The message, **“No Dumping, Drains to Waterways”** is a simple phrase to remind those passing by that the storm inlets (catch basins) connect to local waterways and that dumping will pollute the waters.

### ADOPT-A-STORM INLET

The Public Works Department is asking residents to participate in the “Adopt-A-Storm-Inlet” program. This voluntary cooperative effort asks residents who have a storm inlet (catch basin) in front of their house to make sure they remain clear and unobstructed. Residents will be asked to do four things:

1. Mark and adopt an inlet
2. Remove debris from the inlet opening
3. Clear snow and ice away from the inlet opening
4. Do not remove inlet grates for any reason

## **ADOPT-A-POND**

The “Adopt-A-Pond” initiative is promoted and conducted as an entirely voluntary cooperative effort between residents, community groups, business owners, etc. and the City of Green Bay. With guidance from City staff, your group will have opportunities to promote better water quality in their backyard/neighborhood pond or wetland. Twice a year (in April and October) volunteers visit their adopted sites and collect debris that has accumulated. City crews will dispose of the material collected. Contact DPW to learn how to become an “Adopt-A-Pond” partner.

## **ADOPT-A-CREEK**

The “Adopt-A-Creek” initiative is a voluntary cooperative effort that empowers community members to help protect the overall health of watershed areas that impact the quality of water in streams, rivers, and lakes. Twice a year (in April and October) volunteers visit their adopted sites and collect debris that has accumulated in the waterways. City crews will dispose of the material collected. Contact DPW to learn how to become an “Adopt-A-Creek” partner.

## **PROTECTING OUR GREENWAYS**

A “Greenway” (also known as Parkway, Conservancy, or Environmentally Sensitive Area) is an area of natural vegetation next to a waterway managed and protected for the benefit of the community and environment. Greenways are very beneficial to the reduction of storm water runoff, flood reduction, water quality protection, and preservation of biological diversity. Some Greenway, Parkway, Conservancy, or Environmentally Sensitive Areas located in the City of Green Bay are:

Baird Creek Parkway, Barina Creek Conservancy, Beaver Dam Creek Parkway, Duck Creek Parkway, Ellis Creek South Branch Parkway, La Count Parkway, Mahon Creek Parkway, Newberry Conservancy, Nicholson Creek, and Willow Creek Parkway

### **RESIDENTS ADJACENT TO A GREENWAY MAY NOT:**

- Mow into the greenway to create more lawn space
- Create vegetable or flower gardens in the greenway
- Dispose of lawn and garden waste in the greenway
- Construct patios, fire pits, footbridges, or stairs in the greenway
- Storing vehicles, trailers, equipment, or other material in the greenway
- Cut down trees and brush in the greenway

## **ADOPT-A-DITCH**

The “Adopt-A-Ditch” initiative is promoted and conducted as an entirely voluntary cooperative effort between residents, community groups, business owners, etc. and the City of Green Bay. With guidance from City staff, you will have the opportunity to help minimize flooding, erosion, and storm water runoff to our local waterways. City of Green Bay natural waters (bay, rivers, creeks, and wetlands) are among our greatest resources. However, these waters are vulnerable to pollution from many human activities. Twice a year (in April and October) volunteers visit their adopted sites and collect debris that has accumulated in the ditch. City crews will dispose of the material collected. Contact DPW to learn how to become an “Adopt-A-Ditch” partner.

## **OPERATIONS DIVISION – STREET SECTION**

The Street Section is responsible for the maintenance of 417 miles of local streets including 142 miles of primary streets, 23 miles of alley. There are also 40 miles of State connecting highway and County trunk highway located within the City limits.

The Street Section addresses issues within the public right-of-way including: potholes, joint sealing, repair of utility cuts, street sweeping, repairing guardrails, clean brush/litter from greenways and culverts, installation of snow fence, weed and grass control, snow removal, seasonal collection of leaves and yard waste, and operation of two yard waste facilities.

### **WINTER: SNOW & ICE**

Snow and Ice Control Operations are considered to be an emergency action to assure public safety. The Department of Public Works coordinates and performs the snow and ice control for the City of Green Bay.

Residents should pay close attention to local media during winter months for information on snow emergencies. DPW sends out notices to local news stations and social media to keep residents informed.

### **SNOW AND ICE CONTROL FACTS**

- Green Bay has approximately 458 miles of streets covering 46 square miles along with 23 miles of alleyway, 175 miles of City maintained public walkway, and 4 miles of flood-control dike. During a full snow plow operation, the City is divided into 50 snow plow routes that are addressed with 85 to 110 pieces of snow removal equipment.
- Street Section makes their own salt brine, which is a combination of salt and water. The salt brine and liquid calcium chloride are used as anti-icing agents on primary roadways. These liquids leave the roadways with white lines of residue when dry. De-icing and anti-icing agents make a safer, more environmentally friendly, and cost effective road treatment compared to using pure rock salt.
- In the event snow is predicted, **please remove your vehicles from all streets** so that the City's snow crews can clear the roadways. This action will better serve the residents because:
  - Plows will be able to clear streets during the plow operation and not have to return to re-plow.
  - Plows will not leave a windrow of snow around parked vehicles. Snow windrows may be too high to allow vehicles to easily move out of on-street parking locations.
- For your safety, please allow space between your vehicle and snowplows. State Law requires a following distance of no less than 200 feet on highways, and no less than 75 feet in urban area. Also remember to reduce driving speed to aid in roadway safety.

### **SNOW EMERGENCY**

If severe weather conditions such as heavy and/or blowing snow occur, the City of Green Bay may swiftly declare a **“SNOW EMERGENCY”** and announce it through the local media outlets. Please tune in to local news stations for the latest information.

If a SNOW EMERGENCY is declared, **ALL VEHICLES MUST BE REMOVED FROM CITY STREETS**. Failing to do so will result in parking citations and towing of vehicles at the owner's expense. See “Parking Division” section for more information.

## **SIDEWALK SNOW AND ICE REMOVAL**

Section 9.30 of Green Bay Municipal Code requires that all snow and ice must be removed from the entire length and width of all sidewalks within 24 hours after the end of a snow or ice event. Sidewalks not cleared within 24 hours are subject to City action. DPW can clear private sidewalks **without prior notification to the property owner/resident**. If the City has to remove snow and/or ice from a property, an invoice will be sent to the property owner for the work performed. The 2021 minimum snow/ice removal rate is \$55.00 per parcel plus \$0.36 per square foot cleared plus sales tax.

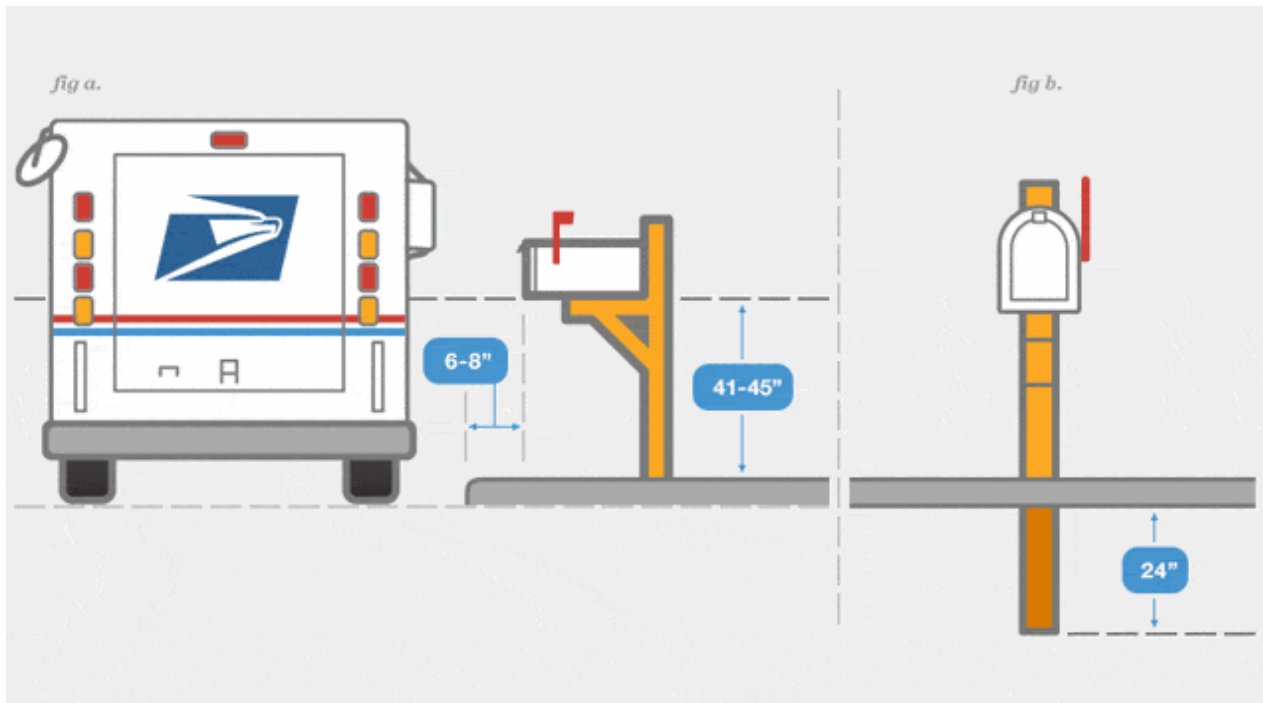
**Depositing of snow/ice into a street or alley is strictly prohibited and may result in a Municipal Citation.**

## **MAILBOXES**

The City of Green Bay and the United States Postal Service advise that the location of your mailbox may affect delivery and snow removal services. All mailboxes are required to comply with the following requirements:

### **MAILBOX PLACEMENT**

- Must be positioned at a height of 41" to 45" from the bottom of the mailbox to the ground
- Must be positioned so that the front-most part of the mailbox is 6" to 8" behind the curb face
- Should have a handle on the door plus a flag and house number on the right hand side
- Must be clear of snow on the curb side, to provide access for mail delivery



**For more information see United States Postal Service website or contact your local Post Office**



## **PROPERTY DAMAGE CAUSED BY SNOW PLOWING OPERATION**

### **MAILBOX DAMAGE**

DPW snowplow units may accidentally damage a mailbox when they are plowing. If your mailbox is damaged, call DPW to report the damage and your claim will be investigated. If the City's snow plow was at fault and your mailbox was compliant with the postal regulations then DPW will repair or replace your mailbox and/or post, with a standard wooden post and mailbox according to postal regulations. Please note that dependent on the type of damage, permanent repair may be delayed until the ground thaws in the spring. But at the very least, temporary repairs will be made as soon as possible to assure continued mail delivery.

### **TERRACE DAMAGE**

DPW may accidentally cause damage to curbs and grass/terrace areas through its snow plowing efforts. Each spring, DPW repairs terrace damage caused by City plows using top soil and seed.

If your terrace is damaged by a snowplow, please call DPW to report the damage and your claim will be investigated. If the City was at fault, your terrace will be repaired in spring after weather conditions permit.

## **SPRING AND FALL: YARD WASTE COLLECTION**

The City of Green Bay collects yard and garden waste curbside two (2) times per year, once in spring and once in fall. The collection dates change yearly, weather dependent. Yard waste left at the curb outside of designated collection dates is subject to collection fees charged to the property owner.

The exact start date will be published in the Green Bay Press Gazette, Facebook, and City website.

### **REMINDERS:**

- Raking leaves into the street is prohibited by law
- Do not put loose leaves or yard waste at curb until one (1) week prior to start of collection
- Leaves in the street can block storm water inlets, cause flooding, and contaminate water. Piles of leaves in the street are also a dangerous attraction to kids.
- Bagged yard waste will not be picked up by the City
- Brush and leaves should be placed in separate piles to help speed the collection process
- Please refrain from piling yard waste next to trees, poles, mailboxes or other obstructions as this slows down the crews and may cause damage to equipment or the obstruction
- Violations can result in municipal citations issued to the property owner

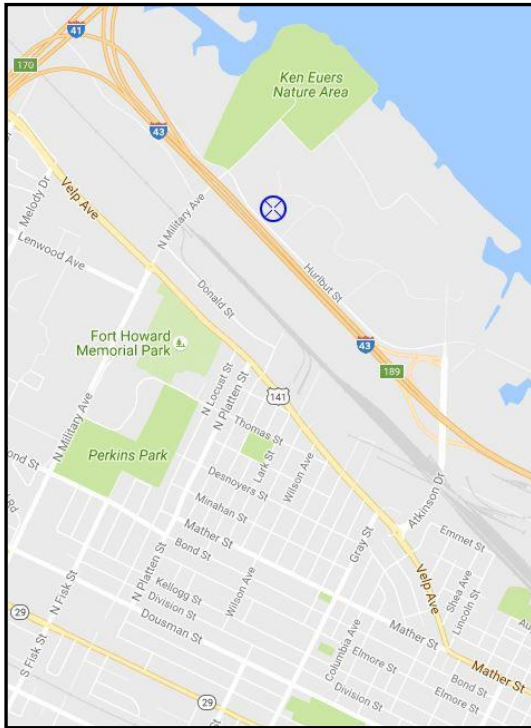
## **INVASIVE PLANT DISPOSAL**

Wisconsin Statute 287.07(7)(cm) allows for disposal of certain plants that are classified by the DNR as invasive species. These plants cannot be delivered to a yard waste facility. They may be disposed of in landfills IF separated from other materials that are subject to the disposal ban. May and June are prime months to cut and collect invasive plants for disposal. Common invasive plants removed during this time include garlic mustard, Dame's rocket, buckhorn, honeysuckle, purple loosestrife, Phragmites, and other nuisance plants. If you have questions, contact the Wisconsin Department of Natural Resources.

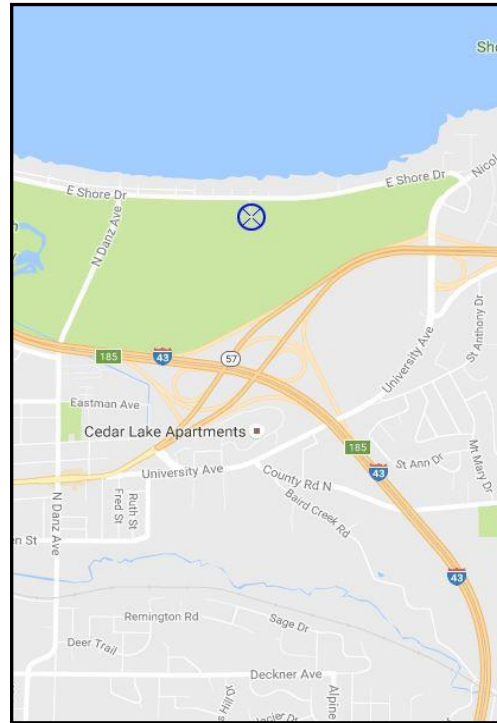
## YARD WASTE SITES

Residents may bring their loose leaves, grass clippings, and garden waste to the City's two yard waste drop-off sites. Residents are also able to pick up wood chips, mulch and logs at no charge when available. Please note that garlic mustard and other invasive species must be placed in a garbage bag, tagged, and brought to the Brown County Transfer Station for proper disposal.

### LOCATIONS



**West Side Yard Waste Site**  
1470 Hurlbut Street



**East Side Yard Waste Site**  
2530 East Shore Drive

**Yard waste sites are open to City of Green Bay residents only – NO contractors.**

<u><b>ACCEPTABLE ITEMS AT SITES</b></u>	<u><b>UNACCEPTABLE ITEMS AT SITES</b></u>
Brush, branches & shrub trimmings	Any container or bag
Garden Waste	Rocks or stones
Grass clippings	Trash
Leaves	Root balls
Dirt and sod	Contractor generated debris

### **TIMES OF OPERATION (weather dependent)**

<u><b>SUMMER HOURS</b></u>	<u><b>WINTER HOURS</b></u>
April - October	November - March
Daily (including holidays & weekends)	Saturdays & Sundays only
6:00 AM to 8:00 PM	7:00 AM to 5:00 PM

## ROADWAY REPAIRS

### POTHOLES

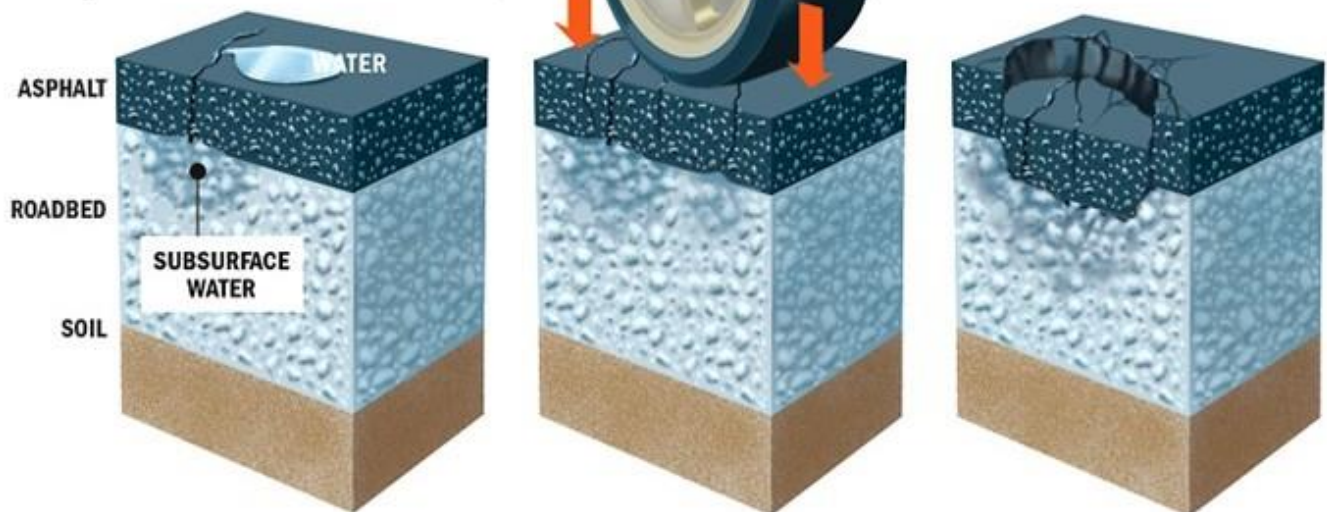
**Potholes are a fact of life in Wisconsin.** Cycles of freezing and thawing and moisture erode the road base which creates pavement stress. Stressed pavement and traffic combine to cause potholes.

### How potholes form

**1** Rainwater seeps into cracks caused by heavy traffic. Low temperatures make the water freeze, expanding and deepening the cracks, and creating more fissures. The water also seeps into the rock, gravel and sand that make up the roadbed, softening it.

**2** Passing vehicles create more cracks. Rain and melted snow continue to seep into the cracks. When it freezes and expands, the subsurface water lifts and weakens the road; when it melts and contracts, it leaves a cavity.

**3** The roadbed continues to soften and erode, weakening the base support. Small chunks of the road break off, and more small cracks appear. Eventually, with the continued passage of vehicles, the surface breaks apart and is pushed down into the soft roadbed. The pothole is formed.



### HOT BOX PATCHING

The purpose of hot box patching is to use hot mix asphalt in potholes that compacts better and provide a more permanent patch. Public Works owns two hot box patching units. These units are able to take hot mix asphalt from the plant and maintain the temperature that the asphalt needs to stay pliable all day long. The units have burners that can maintain the material temperatures at 335°F as long as necessary.

## **ASPHALT REPAIR**

The purpose of maintenance and repair of asphalt pavements is to extend the useful life of the pavement, maintain a smooth riding surface, and prevent water from entering the underlying soil. The most typical roadway repairs occur from water main breaks.

### **THE PROCESS:**

- Public Works Engineering Division meets with Water Utility to coordinate permanent repair of water main breaks. Typically, water breaks are left to settle for about 3 to 6 months after the water pipe repair to allow for proper compaction of the subsurface. Once the size of the permanent repairs are determined and painted in pink on the roadway, it is assigned to a repair crew.
- Crews cut the edges of the water break area using a pavement saw. The roadway is safe to travel even though the road is cut and waiting to be dug out.
- The area is excavated using a backhoe. The asphalt is dug out and the gravel is compacted. In some instances, part of the old gravel is replaced to aid in drainage and pavement leveling.
- The final stage is applying the hot mix asphalt. Depending on the depth of the patch, crews will usually apply two (2) layers of asphalt known as lifts. Once the base layer is compacted the second layer of asphalt can be applied. This top coat will be compacted and will be flush with the existing pavement.

## **WATER BREAKS**

If you notice a water break, please contact the Green Bay Water Utility at:

- Monday to Friday, 8:00 AM to 4:30 PM at 920-448-3480
- All other times at 920-448-3483

## **CRACK SEALING**

Water is an enemy of roadways if it gets under the surface. Crack sealing helps prolong the life of paved roads by preventing water from getting under the pavement. During this process, cracks in the street are cleaned of debris and filled with a sealing agent. Sealing cracks prevents surface water from draining directly through the pavement. It also helps reduce the spread of cracks in the pavement.

### **THE PROCESS:**

The joint sealing process consists of three steps: routing, cleaning, and sealing as follows:

- Engineering Division and Street Section cooperatively select streets for the crack/joint seal process. Selection is based on pavement age, amount of cracks, resurfacing plans, and other engineering factors. Once a street is selected, crews use a pavement router machine to grind out the cracks. This process removes debris and jagged edges from the crack, and creates a bed for the sealant to lie in. The router makes a crack about ½ inch wide and ½ inch deep.
- A large air compressor wand then blows loose debris out of cracks/joints to assure a solid bedding and clean bonding surface. A street sweeper removes loose gravel left behind by the preparation process.
- Joint/crack seal material is heated to 390°F and applied by a special wand to the prepared cracks and joints. Treating cracks and joints early in the life of a roadway surface helps minimize the amount of water that enters the subsurface. This reduces the chance of potholes and helps prolong the life of the pavement.

## **COUNTY MAINTAINED ROADS IN CITY LIMITS**

There are a number of roadways that travel through the City of Green Bay that do not fall under the maintenance responsibility of the City. The following roads (although in the City) are maintained by the Brown County Public Works Department:

- I-41 and I-43 (beltline highway around the metropolitan area)
- Huron Road
- Packerland Drive
- Lombardi Avenue (Wood Lane to Ashland Avenue )
- Hazelwood Lane (Packerland Drive to Wood Lane)
- East Mason Street from Huron Road to the east city limits
- Humboldt Road from Bascom Way to the east city limits
- Nicolet Drive from Scottwood Drive to north city limits
- Scottwood Drive from Nicolet Drive to east city limits

These streets are County Trunk Highways that fall under County maintenance jurisdiction. If you have an issue with one of these roadways, please contact the Brown County Public Works Department at (920) 492-4925.

## **STREET SWEEPING**

There are 458 miles of streets in Green Bay with over 1,800 lane miles. Street Section is responsible for sweeping every one of those lane miles. The street sweepers collect thousands of tons of debris, particulates, oil, solvents, lawn chemicals, phosphorous from plants, and litter. If this material is not collected, it gets washed into storm sewers and contaminates rivers, lakes, and streams.

As soon as weather permits each spring, Street Section begins sweeping the streets. This program is designed to clean up all the debris that accumulates on our streets and is required to meet State and Federal regulations. Along with day sweeping, night sweeping operations occur with street sweepers working from 9:00 PM to 7:00 AM Sunday through Friday. Street sweeping operations continue through late November of each year.

## **GRASS CUTTING**

Municipal Code **8.11, "NOXIOUS WEEDS MAINTENANCE OF VEGETATION"**.

Street Section under the direction of the Director of Public Works enforces the City's noxious weed and unsightly growth ordinance. Failure by any property owner to keep grass and weed growth below nine (9) inches will result in DPW completing the work after giving 24 hour written notice on properties with buildings. Property owners will be invoiced based on the amount of equipment and labor time required to complete the work.

After the first infraction on a property, DPW re-checks non-compliant properties monthly. If the property is found again in violation of the grass/weed ordinance, DPW will remove the excessive growth ***without notice*** and invoice accordingly. This applies to weeds in sidewalks and driveway areas.

The 2021 minimum charge is \$130.00 (plus sales tax) for 30 minutes of labor and equipment time billed to the property owner.

## **OPERATIONS DIVISION – SANITATION SECTION**

The Sanitation Section is responsible for collection and transportation of residential and some commercial solid waste generated within the City of Green Bay. Sanitation Section operates 12 collection routes per day, 6 on either side of the Fox River, providing weekly collection service to all participants.

Residential recycling of paper, cardboard, plastic, glass, tin and aluminum is mandatory in the State of Wisconsin. Every resident is required to separate recyclable material from other solid waste and place it in a City-approved recycling container for collection. Sanitation Section operates 6 recycling routes on the east side and 6 recycling routes on the west side of the Fox River. Recycling carts are emptied every other week.

Sanitation Section also collects brush on a routine basis. The brush is chipped and hauled to a City-operated yard-waste center for processing and re-use. For City tree concerns (between the sidewalk and the road), please call Green Bay Forestry at 920-448-3365. If you notice trees or limbs that have fallen onto a power line, contact Wisconsin Public Service immediately at 1-800-450-7240.

### **TRASH AND RECYCLING DISPOSAL REGULATIONS**

#### **CARTS**

Type: City-issued trash and recycle carts only. No other bags or containers can be used. **Lids must be securely closed to be collected.** Open lids cause material to spill onto the ground during collection.

Volume: 96-gallon

Capacity: 200 pounds

Quantity: One (1) trash cart is allowed per residential unit or business. The City does not collect recycling from businesses, or residential properties with over 6 dwelling units.

When: **TRASH** is collected once per week. See sanitation routes for your collection day here:

<https://greenbaywi.gov/621/Garbage>

**RECYCLING** is collected once every other week from residential properties with 6 or less dwelling units. See recycling calendar for your collection day at: <http://greenbaywi.gov/recycling>

#### **GENERAL INFORMATION**

- **DO NOT LEAVE PERSONAL PROPERTY NEAR THE CURB.** DPW may collect it as trash by mistake and you will be charged a bulk trash collection fee. See diagram in this section titled "Items Placed at the Curb".
- All invoices are sent to the property owner.
- **Contractors and vendors** charging residents for construction, remodeling, demolition, yard work, tree/brush trimming, and stump removal are required to dispose of debris themselves. Debris left at the curb by a business will be collected by the City. But the property owner will be billed for the cost of removal.

#### **TIMES OF COLLECTION**

Carts should be out by 6:00 AM on the scheduled day of collection and cannot be placed out more than 12 hours before collection day or 12 hours after collection day. Carts must be placed at the curb (out of the road) on the property that generated the waste. Carts not meeting these requirements will be emptied and charged to the property owner at \$54.00 per collection.

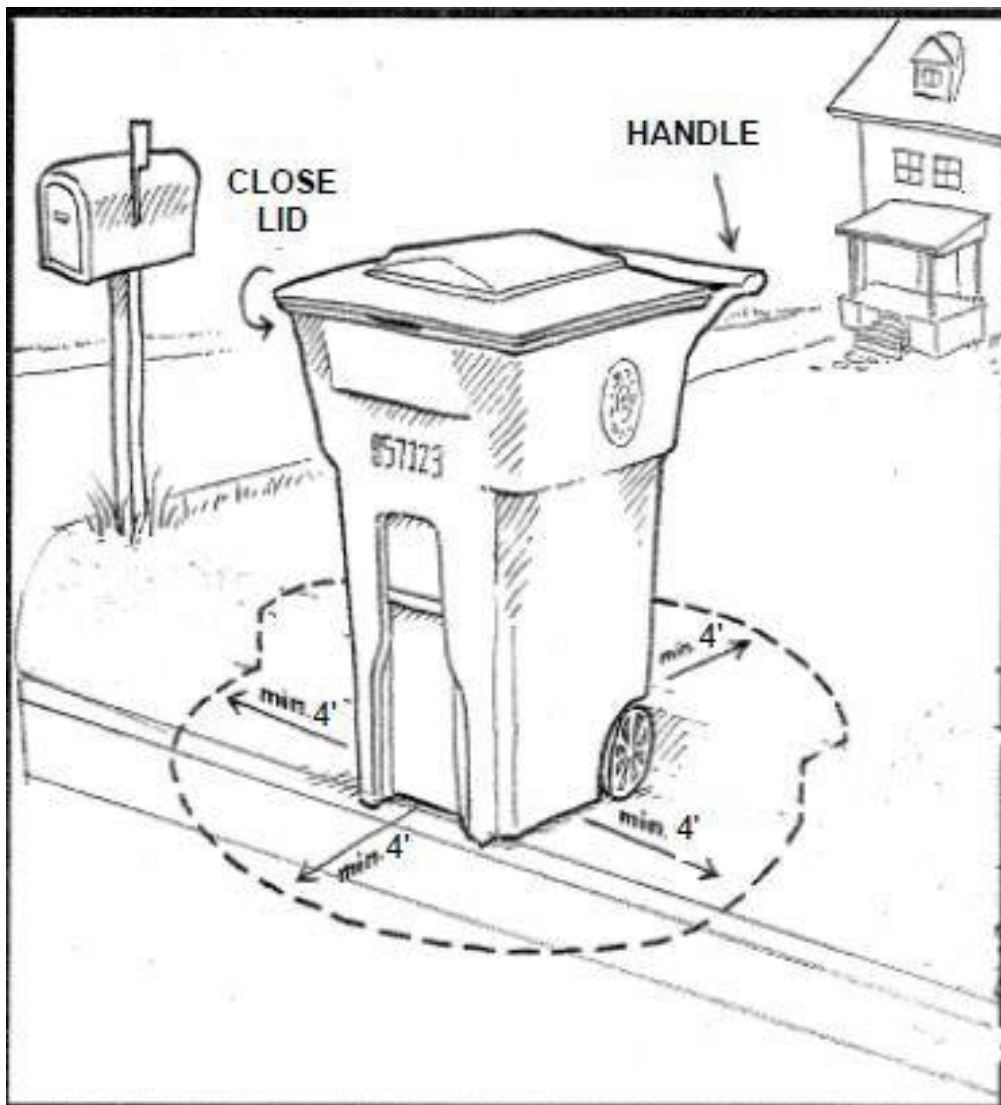
## **HOLIDAY WEEK SANITATION COLLECTION**

Place carts out on your normal collection day to assure collection. When a full day holiday (New Year's, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas) falls on a regular workday (Monday – Friday) garbage and recycling collection will be delayed by one (1) workday, with Friday collection routes being completed on Saturday.

When a half-day holiday (Christmas Eve, New Year's Eve, and Good Friday) falls on a regular workday, garbage and recycling collection will remain on the normal collection schedule.

## **LOCATION OF CARTS DURING COLLECTION**

- Carts must be placed at curb (not in the road) for collection.
- The numbered side of the cart must face the street.
- Carts must be placed at least four (4) feet away from other carts and objects such as mailboxes, trees, parked vehicles, power poles, and signposts.
- Carts will not be collected in any alley.
- Carts cannot be placed on top of or behind a snowbank. During winter months, place carts on your driveway, or clear an area on the terrace where carts can be placed at least 4 feet apart.



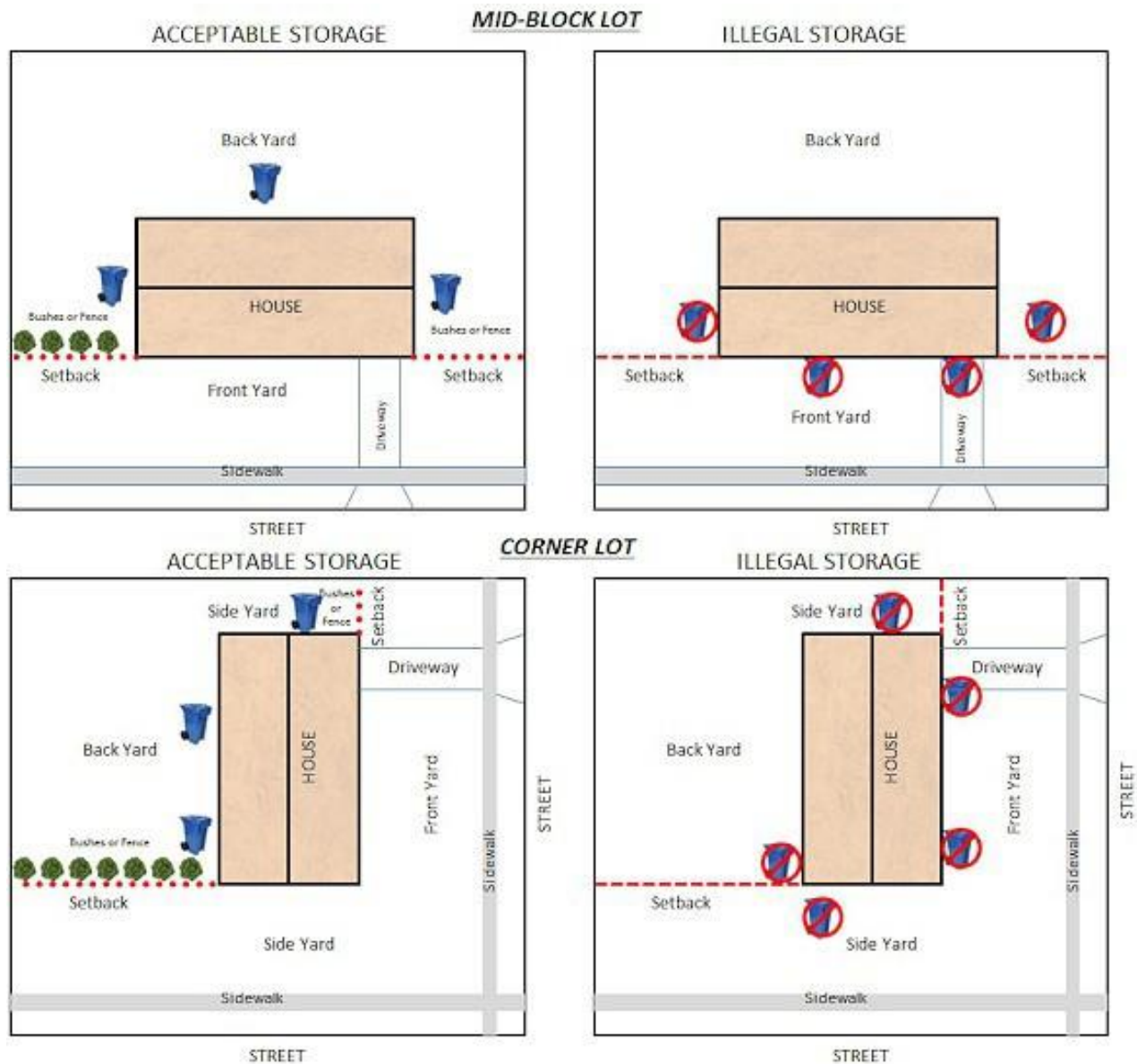


## CART STORAGE

City of Green Bay Ordinance 9.02(7) (e) (9) requires garbage and recycling tipper carts to be stored according to the following rules:

1. Carts cannot be stored within 15 feet of public street right-of-way.
2. Carts cannot be stored on the street side or alongside a building UNLESS the cart is screened from view of an observer located at the street, standing in front of the address in question. Acceptable screening devices include bushes, fences, and other enclosures that visually block the view of tipper cart.
3. Carts CAN be stored in the backyard, garage, or another convenient and **discreet** location. Carts must be stored with the lid completely closed to minimize odor and problems from varmints.
4. Variances will be considered by Department of Public Works for residents who cannot meet storage requirements.

Failure to properly store garbage or recycling carts in accordance to City Ordinance will result in the City moving your cart to an acceptable location and **invoicing the property owner** for that service.





# SOLID WASTE

## GENERAL INFORMATION

- Loose trash is **NOT** allowed outside the cart, except during trash overflow weeks (see “Overflow Trash/Bulk Pickup” section for details)
- Trash must be drained wrapped, packaged, and/or bundled to make it free of liquids
- Cold ashes and sawdust must be in a sealed bag before being placed in the trash cart
- Hot ashes are **NOT** allowed in any cart

## HAZARDOUS WASTE NOT COLLECTED

The City of Green Bay does **NOT** collect any hazardous waste. Please contact **Brown County Hazardous Material Recovery Facility** for information on fees and proper handling/disposal of the following materials:

- Paint, gasoline, paint thinners, solvents, cooking oil, antifreeze, and batteries
- Acids, bases, and cleaning products
- Pool chemicals, pesticides
- Fluorescent lights, ballasts, computers, electronics, and propane tanks
- Medical and infectious trash (i.e., needles, pharmaceutical materials)
- Waste oil (i.e. – motor oil, power steering fluid, transmission fluid) can be taken to a DPW Shop for no-charge disposal

DPW collects only dead deer from City streets. For other animal issues throughout the City, call Green Bay Police Department Animal Control at 920-448-3208.

## SPECIAL TRASH NOT COLLECTED

Bulk household items (as described below) can be taken to drop off locations at the East or West Side Municipal Garages. Items **NOT** accepted at these locations include 1) construction, remodeling, or demolition trash, 2) bagged household waste, 3) recyclable material, 4) carpet, 5) tires, 6) batteries, 7) Freon containing units, 8) propane tanks, 9) fluorescent light bulbs and ballasts, 10) soil, stone, and yard waste, 11) concrete, 12) electronics, and 13) move out debris. Bulk household items may also be taken to **the Brown County Transfer Station**; tipping fees will apply.

## BULK HOUSEHOLD ITEMS

Items placed at the terrace outside of bulk household item collection day will be billed at the following rates:

- \$80.00 up to and including three (3) cubic yards
- \$160.00 over three (3) cubic yards to ten (10) cubic yards
- \$240.00 over ten (10) cubic yards

## FEES FOR SPECIAL COLLECTION

Please note that fees will be invoiced to the **property owner** if the City collects the non-complying set-out. Invoices not paid within 30 days will be added to the property owner’s tax role.

**NOTE: Charges listed are 2021 rates and are subject to change annually.**

## **ELECTRONICS**

Computers, computer accessories, TVs, cell phones and other electronics placed curbside will be invoiced as follows:

- \$54.00 per collection

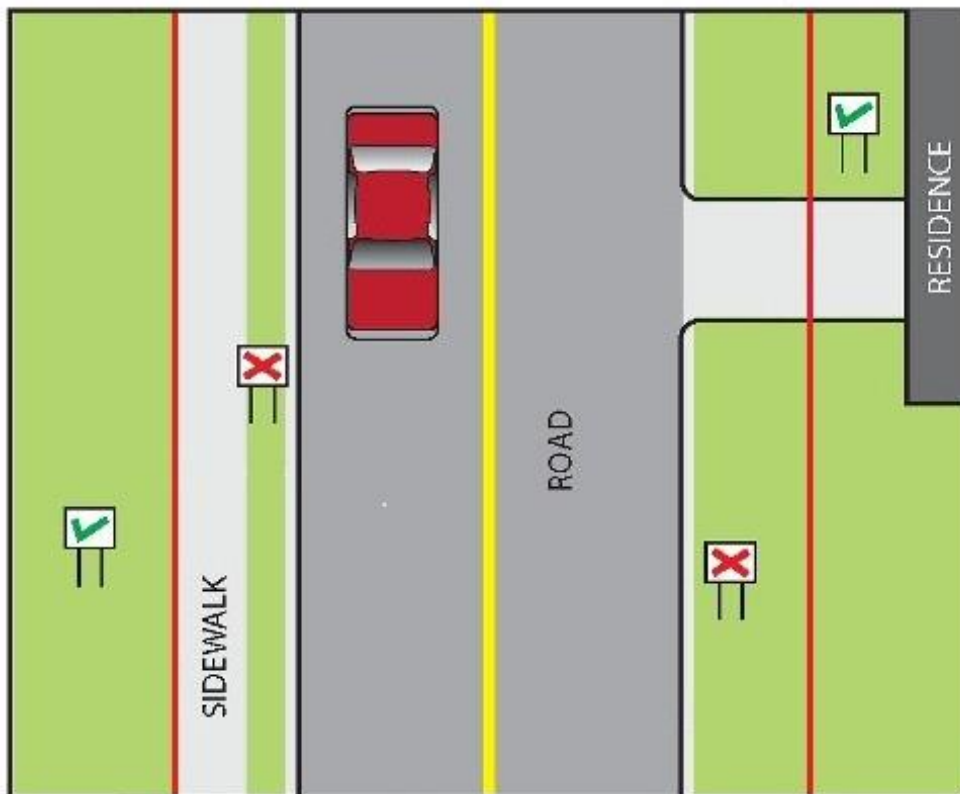
## **APPLIANCES**

Appliances placed curbside will be invoiced as follows:

- \$25.00 for collection of all appliances except for refrigerators and freezers (i.e. – stoves, dishwashers, microwaves, washers, dryers, water heaters, furnaces, window air conditioners, etc.)
- \$35.00 for collection of refrigerators, freezers, air conditioners, and dehumidifiers. Refrigerator and freezer doors must be removed.

## **ITEMS PLACED AT THE CURB**

City street right-of-way extends to a point approximately six (6) inches behind the sidewalk. If you don't have a sidewalk, refer to the sidewalk section that is marked in your driveway pavement. DPW will collect and charge for any items placed in the public right-of-way. See below for legal placement of personal property.



**Placement where the red "X" will result in the City collecting and charging the property owner.**

**Placement by the green checkmark will be left alone by the Public Works Department, but may be an issue with the Inspections Department.**

## OVERFLOW TRASH/BULK PICK UP

In 2021, the City will offer four (4) annual curbside “overflow” collection weeks of overflow trash bags only outside of the trash cart free of charge during the weeks of: March 15-19, July 6-10, September 13-17, and December 28, 2021-January 1, 2022. See collection calendars at the back of this guide for details.

Residents may place no more than four (4) 32-gallon trash bags at curbside during trash overflow collection weeks. Place extra items to the curb with the tipper cart on your collection day.

The City will also offer two (2) annual curbside collection weeks of bulk household items up to two (2) cubic yards (6' x 3' x 3') no-charge the weeks of March 15-19, 2021 and September 13-17, 2021. Place items to the curb with the tipper cart on your collection day.

Construction, remodeling, and demolition trash, electronics, bulk household items and appliances do not apply for this no-charge overflow collection. **If any of these items or excess of items are placed at the curb, DPW will collect them and charged accordingly. All invoices are sent to the property owner.**

## CITY OF GREEN BAY BULK HOUSEHOLD ITEM DROP OFF SITES FOR CITY OF GREEN BAY RESIDENTS ONLY

### West Side Location

519 South Oneida Street

(Drop-Off Site entrance on Redwood Dr. off W Mason St)

### East Side Location

1820 Mills Street

(Drop-Off Site entrance on Deckner Av)

**Hours of operation:** Monday – Thursday 7am – 3pm, Friday 7am – 6pm, 2<sup>nd</sup> & 3<sup>rd</sup> Saturday of each month 7am – Noon

**BE PREPARED TO SHOW YOUR DRIVERS LICENSE/PROOF OF RESIDENCY IN THE CITY  
IF YOU ARE MOVING PLEASE TAKE YOUR ITEMS TO BROWN COUNTY TRANSFER STATION**

**ACCEPTABLE ITEMS:** Furniture/lawn furniture, mattresses/box springs, bed frames, birdbaths, shovels, rakes, ironing boards, wagons, basketball hoops, swing sets, bicycles, animal cages/crates, grills (no propane tanks), file cabinets, wheelbarrows, weight benches, exercise equipment, artificial Christmas trees & wreaths, flocked Christmas trees, lawn mowers, chain saws, snow blowers & tillers (oil, gas, and filters removed)

**UNACCEPTABLE ITEMS:** Construction, remodeling, & demolition trash (carpet, concrete, shingles, plaster, drywall, insulation, junk wood, roofing, flooring, piping, toilets, sinks, compressors, asphalt, siding, brick, tile, etc.), cabinets, empty lot cleanup (trees/brush/stumps), yard waste, soil, stones, rocks, clay, **move out waste, recycling or household waste.**

**VEHICLE RESTRICTIONS:** Private cars, pickups, vans, SUV/s and trailers only. **NO** vehicles or trailers with commercial markings and **NO** trucks or trailers with dump bodies.

# RECYCLING

## Recycling is mandatory in the state of Wisconsin

### NON-RESIDENTIAL RECYCLING

Commercial, including more than 6 grouped living units, industrial and any other type of business must arrange for private recycling pickup. Refer to the "Recycling" section in the Yellow Pages for vendor information.

### GENERAL INFORMATION

- The recycling cart will not be emptied if plastic bags, plastic wrap, aluminum foil, or other non-recyclable material is present
- Place recyclables loose in cart
- Empty, rinse, and replace bottle caps and lids on containers
- Cardboard should be flattened & cut into 2' X 2' pieces, or smaller
- Shredded paper must be placed in a sealed paper bag to placing in recycle cart
- See page 40 for 2021 recycle calendar

Excess recycling may be taken to the **Brown County Port & Resource Recovery Department**. For disposal of other material, you may have to recycle, search online or in the Yellow Pages.

	Acceptable	Unacceptable
<b>Glass</b>	Food & beverage bottles & jars	Window glass, ceramics, china, or drinking glasses
<b>Paper</b>	<b>Pizza boxes</b> newspapers, magazines, books, catalogs, phone books, junk mail, envelopes, office & school paper, milk, juice & soup cartons, clean corrugated cardboard & non-corrugated paper, cut boxes to 2 foot x 2 foot or smaller, shredded paper (put in a paper bag and staple shut prior to placing in recycling cart)	Gift wrap Paper and cardboard contaminated with food or grease Tissue products (facial tissue, gift box tissue, toilet paper)
<b>Plastic</b>	All food, beverage & household bottles, jars and jugs, dairy containers & lids, deli, bakery & produce, containers & lids. Empty, rinse and replace bottle caps and lids	Plastic bags Wrap or film Motor oil bottles Styrofoam
<b>Metal</b>	Aluminum bottles & cans Steel, tin & bi-metal cans Empty aerosol cans	Empty paint cans Large/bulky scrap metal items Aluminum pans or foil

# Hazardous Material Management

A SERVICE PROVIDED FOR **NORTHEAST WISCONSIN** RESIDENTS






Many products contain hazardous materials.  
Improper disposal of these products can cause harm to humans and the environment.  
This guide will help you identify hazardous products around your home.

**Keep your home safe by properly disposing of hazardous products!**

## Key


-  Dry in a secure, well-ventilated area and place in the **Trash**
- HMR** Take to the **Hazardous Material Recovery**
- TS** Contact the **T**ransfer **S**tation @ 920.492.4950
-  Contact your local Law Enforcement
-  Flush down the drain (only if connected to a sanitary sewer) with plenty of water
- \$** A Fee May Apply. Call the Hazardous Material Recovery Facility @ 920.492.4950 for current rates



Key	Household Items	Fee	Alternatives & Notes
<b>HMR</b>	Aerosol Cans		<b>Recycle</b> When Empty
<b>HMR</b>	Batteries	<b>\$</b>	None Known
	Bleach, Liquid		Powdered Bleach
<b>HMR</b>	Computers, Electronics	<b>\$</b>	Minimal Fee Charged
	Drain Cleaner		Plunger, Vinegar
<b>HMR</b>	Fluorescent Lights	<b>\$</b>	None Known
<b>HMR</b>	Light Ballast	<b>\$</b>	Non-PCB Ballast
<b>HMR</b>	Floor Cleaner		None Known
<b>HMR</b>	Mercury, Devices		Digital Devices
<b>HMR</b>	Mercury, Elemental		Digital Devices
<b>HMR</b>	Oven Cleaner		Baking Soda & Water/Salt
	Smoke Detectors	<b>\$</b>	None Known
	Toilet, Tub, Tile Cleaner		Brush w/Baking Soda
	Window Cleaner		Vinegar & Water

Key	Car Care	Fee	Alternatives & Notes
	Ammunition/Fireworks		None Known
<b>HMR</b>	Antifreeze	<b>\$</b>	Propylene Glycol
<b>HMR</b>	Battery Acid		None Known
<b>HMR</b>	Battery, Lead-Acid	<b>\$</b>	None Known
<b>HMR</b>	Brake Fluid		Non-Halogenated Products
<b>HMR</b>	Carburetor Cleaner		None Known
<b>HMR</b>	Driveway Sealer/Tar		Water-Based Products
<b>HMR</b>	Gasoline, Other Fuels		None Known
<b>HMR</b>	Parts Cleaner/Degreaser		Detergent/Hot Water
<b>HMR</b>	Power Steering Fluid		None Known
<b>TS</b>	Tires	<b>\$</b>	None Known
<b>HMR</b>	Transmission Fluid		None Known
<b>HMR</b>	Used Motor Oil & Filters		None Known
<b>HMR</b>	Windshield Wiper Fluid		None Known

Key	Home Improvement	Fee	Alternatives & Notes
<b>HMR</b>	Adhesive, Solvent-Based		Latex Adhesives
<b>HMR</b>	Adhesive, Water-Based	<b>\$</b>	None Known
<b>TS</b>	Asbestos		New Insulation/Flooring
	Caulk/Glaze/Grout/Putty	<b>\$</b>	None Known
	Cement/Mortar/Plaster	<b>\$</b>	None Known
<b>HMR</b>	Latex Paint	<b>\$</b>	Limestone Based White Wash
<b>HMR</b>	Non-Automotive Oils		None Known
<b>HMR</b>	Oil-Based Paint		Latex Paint, Avoid Aerosols
<b>HMR</b>	Paint Remover/Stripper		Sandpaper/Steel Wool
<b>HMR</b>	Paint Thinner/Solvent		Use Water-Based Paints
<b>HMR</b>	Stain, Varnish, Lacquer		Latex Paint
<b>HMR</b>	Wood Preservative		None Known

Key	Lawn & Garden	Fee	Alternatives & Notes
<b>HMR</b>	Cooking Oil/Grease	<b>\$</b>	Boil/Bake/Broil Food
	Empty Containers		<b>Recycle</b> When Empty
<b>HMR</b>	Fertilizer, Weed & Feed		Use Compost
<b>HMR</b>	Flea Sprays		Brewers Yeast in Pet's Food
<b>HMR</b>	Insect Killer, Bee & Hornet		Bowl w/Soda & Dawn Soap
<b>HMR</b>	Insect Killer, Plant		Spray w/Dishwater & Rinse
<b>HMR</b>	Insect Repellent		Screens, Lotions
<b>HMR</b>	Moth Balls		Cedar Chips
<b>HMR</b>	Pool/Spa Chemicals		None Known
<b>HMR</b>	Rat Poison		Traps, Cat
<b>HMR</b>	Weed Killer		Pull by Hand
			<i>Updated 09.04.19 mw</i>

# BRUSH

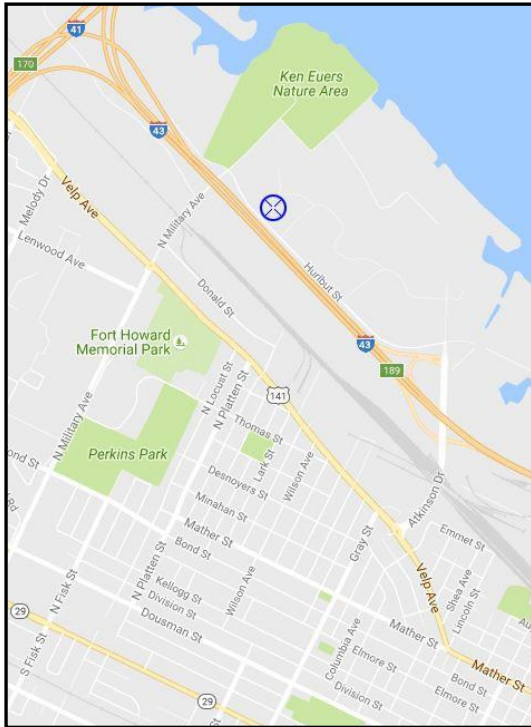
DPW brush cut by residents year-round from curbside at no cost to residents. Brush from vacant properties or contractor generated debris will not be collected by DPW.

## BRUSH COLLECTION CONDITIONS

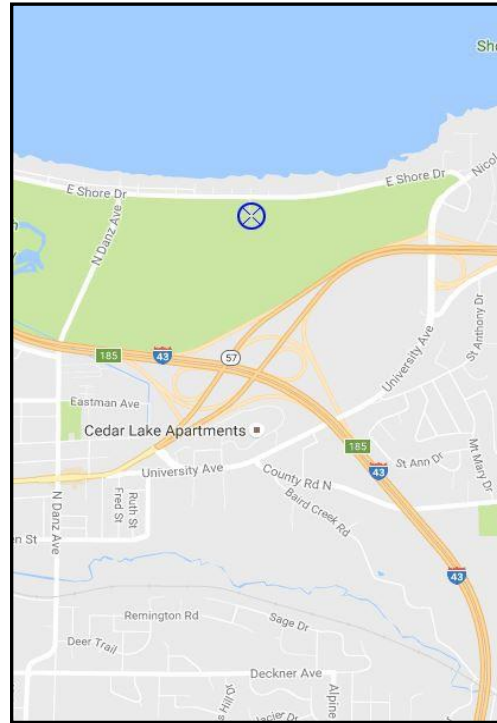
- Root balls must be removed woody plants. Root balls are classified as trash and can be placed in the trash cart.
- Branches and limbs must be 3 feet to 8 feet in length, a minimum of 1/2 inch in diameter, and rigid enough to be safely pushed into chipper.
- Cut ends must be stacked together. Do not place brush over sidewalk or in street.
- Natural/real Christmas trees (without a mounting stands, lights, tinsel, ornaments, or disposal bags) are classified as brush and will be collected. Flocked Christmas trees are **NOT** classified as brush and must be disposed of elsewhere.

It can take up to four (4) weeks for DPW to make a complete round of brush collection through the City. Residents are asked to be patient or take their brush to a City Yard Waste Site. See “Street Section” section of this guide for more information.

## LOCATIONS



West Side Yard Waste Site  
1470 Hurlbut Street



East Side Yard Waste Site  
2530 East Shore Drive

<u>SUMMER HOURS</u>	<u>WINTER HOURS</u>
April - October	November - March
Daily (including holidays & weekends)	Saturdays & Sundays only
6:00 AM to 8:00 PM	7:00 AM to 5:00 PM

## LANDFILL ALTERNATIVES

### CITY OF GREEN BAY OIL RECYCLING CENTERS

#### West Side Location

519 South Oneida Street

(Drop-Off Site entrance on Redwood Dr. off W Mason St)

#### East Side Location

1820 Mills Street

(Drop-Off Site entrance on Henry St)

Hours of operation: Daily (including weekends & holidays) 24/7

**ACCEPTABLE ITEMS:** used automotive oil, engine oil, transmission oil, power steering fluid, gear case oil (no brake or hydraulic fluids) - free of charge.

### BROWN COUNTY HAZARDOUS MATERIAL RECOVERY FACILITY

2561 South Broadway

Green Bay, WI 54304

[www.browncountyrecycling.org](http://www.browncountyrecycling.org)

Tipping fees apply.

Hours of operation: Thursdays 12:00 pm (noon) to 6:00 pm, Saturdays 8:00 am to 2:00 pm

Please call 920-492-4950 for current pricing. Businesses must call 920-492-4964 for an appointment.

**ACCEPTABLE ITEMS:** fluorescent light bulbs, ballasts, propane tanks, batteries, paint, paint solvents, spray or bottled cleaning products, cooking oil, CDs, DVDs, VHS tapes, oil filters, stain, gasoline\*, antifreeze, vehicle fluids, fertilizer, pesticides, weed killer, pool & spa chemicals

\*Gasoline needs to be left in container – Brown County Household Hazardous Waste is longer able to “pour off” gasoline and return gas containers

### BROWN COUNTY RESOURCE RECOVERY FACILITY

2561 South Broadway

Green Bay, WI 54304

[www.browncountyrecycling.org/recycling](http://www.browncountyrecycling.org/recycling)

Hours of operation: Monday – Friday 7:30 am to 4:00 pm

**ACCEPTABLE ITEMS:** recyclable materials (glass, plastic, paper, metal)



### SALVATION ARMY THRIFT STORE

1125 West Mason Street

920-884-2950

[http://www.sagreenbay.org/green\\_bay/Thrift\\_Store](http://www.sagreenbay.org/green_bay/Thrift_Store)

**ACCEPTABLE ITEMS:** clothing, furniture, toys, decorations, stereos, etc.

## BROWN COUNTY TRANSFER STATION

3734 West Mason Street

Hobart, WI 54155

[www.browncountyrecycling.org/refuse-disposal](http://www.browncountyrecycling.org/refuse-disposal)

Fees apply- cash NOT accepted

Hours of operation:

### January - March

Monday–Friday 7:30 am to 4:00 pm

Saturday 7:30 am to 12:00 pm

### April - December

Monday–Friday 7:00 am to 4:00 pm

Saturday 7:30 am to 2:00 pm

**ACCEPTABLE ITEMS:** bulk household waste, move out waste, household trash, vehicle parts, shingles, roofing material, appliances, tires, glass, root balls, carpet, countertops, windows, doors, cabinets, cupboards, toilets, sinks, lumber, miscellaneous wood products, paneling, construction materials, remodeling materials, demolition materials, drywall, plaster, etc.

**It is required that safety vests are worn at the Waste Transfer Station.  
Bring your own with you or they will sell you one for a fee**

## APPLIANCES

Search online for appliance recycling centers or place at the curb and the City will collect for a fee.

## ELECTRONICS

Search online for electronic recycling centers or place at the curb and the City will collect for a fee.

## SEARCH ONLINE FOR CONCRETE RECYCLING

## SEARCH ONLINE FOR FILL WANTED (for clay & sand disposal)



1301 Brosig Street Phone: 920-465-9601

1660 W. Mason Street Phone: 920-569-1596

2814 S. Oneida Street Phone: 920-498-0990

<http://www.goodwillncw.org/>

**ACCEPTABLE ITEMS:** clothing, shoes, books, housewares, jewelry, furniture, toys, etc.

## CRAIGSLIST

<https://greenbay.craigslist.org/>

**ACCEPTABLE ITEMS:** place an add on Craigslist to sell or give items away





**ST. VINCENT de PAUL**  
**1529 Leo Frigo Way**  
**920-435-4040**  
<http://www.svdpgb.org>

**ACCEPTABLE ITEMS:** Clothing, shoes, books, housewares, jewelry, furniture, toys, etc.



*2965 Ramada Way*  
*(920) 338-1650*  
<http://www.restoregb.org/>

The Restore will accept a variety of different items. They reserve the right to turn down any donation upon inspection. Approved donations can be dropped off anytime during business hours. For larger donations, please call in advance to schedule a pick-up. If you have any questions about items you would like to donate, please contact them.



**3055 Holmgren Way**  
**800-558-1166**  
<https://www.lamprecyclers.com>

Logistics Recycling Inc. provides specialized logistics and recycling services collecting managing and disposing of regulated waste streams. We provide value to our customers through exceptional service, appropriate recycling and management, and ensuring compliance to allow them to focus on their business, not their waste

# 2021 RECYCLING CALENDAR

RECYCLABLES WILL BE PICKED UP ON THE WEST SIDE OF THE CITY ON THE UNSHADED WEEKS

RECYCLABLES WILL BE PICKED UP ON THE EAST SIDE OF THE CITY ON THE SHADED WEEKS

RECYCLABLES WILL NOT BE PICKED UP ON HOLIDAYS AS NOTED BELOW, BUT WILL BE COLLECTED A DAY LATER WITH FRIDAY COLLECTION BEING ON SATURDAY

## JANUARY

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## FEBRUARY

S	M	T	W	TH	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

## MARCH

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## APRIL

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## MAY

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## JUNE

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## JULY

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## AUGUST

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## SEPTEMBER

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## OCTOBER

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## NOVEMBER

S	M	T	W	TH	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## DECEMBER

S	M	T	W	TH	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1



2021

## CITY OF GREEN BAY

### OVERFLOW TRASH AND BULK HOUSEHOLD ITEM COLLECTION

**ALL ITEMS MUST BE PLACED AT CURB BY 6:00 AM ON COLLECTION DAY**

#### **HOUSEHOLD TRASH OVERFLOW COLLECTION WEEKS**

March 15-19, July 6-10, September 13-17, & December 28, 2021-January 1, 2022

During these weeks, you may place up to four (4) 32-gallon plastic bags of Household Trash next to your cart for free curbside.

**PLASTIC BAGS ONLY - 4 MAXIMUM**

#### **BULK HOUSEHOLD ITEM COLLECTION WEEKS**

March 15-19 & September 13-17, 2021

In addition to the above, during these weeks, you may also place next to your cart for free curbside collection up to 2 cubic yards maximum (6' x 3' x 3') of Bulky Household Items, including sofas, couches, loveseats, tables, chairs, desks, mattresses, box springs.

*These items can also be brought year-round, free of charge, to the east and west side Municipal Garages' drop off facilities.*

(Construction, remodeling, demolition trash, recycling and move out items are **NOT** accepted!)

March						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

December						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1



